Dear SESP graduates:

The School of Education and Social Policy is pleased to announce the sponsorship of the School of Education and Social Policy Leadership Award. This award, presented annually to both a graduating senior and a graduating masters or PhD student, recognizes outstanding leadership and character and includes an **honorarium of $1,000**. The winner of the award will be announced at SESP’s convocation ceremony on Friday, June 15, 2012. Additionally, a commemorative plaque will be hung in Annenberg Hall that includes the name of this year’s winner along with the names of all past winners. Applications are due by noon on Tuesday, May 1, 2012 to Ken Powers, SESP Convocation Committee Coordinator, in Annenberg 118.

I encourage you to read the following information carefully, noting application deadlines.

**APPLICATION PROCESS**

A complete application consists of: 1) a 500-word essay; 2) a letter of recommendation; 3) a resume; and 4) a cover letter.

§ **ESSAY:** Recognizing leadership as the demonstrated ability to affect the vision and guide the operations of an organization, write a 500-word essay in which you define leadership and describe how you exemplified it in a real situation within the School of Education and Social Policy, the Northwestern community, or society outside the University. Please include details that will help the readers understand the challenges of the situation and the unique leadership skills you applied. At the end of the essay, include your word count.

§ **REFERENCE:** Obtain a letter of recommendation from an individual affected by your leadership, who can describe your leadership style and your ability to impact vision and change. Focus on how well the person writing the reference knows you, in regard to the aspect of leadership on which you are writing. Do not focus on a big-name reference who can only write in broad terms as to your abilities.
Submit the letter of reference with your application, in a sealed envelope, with the person who writes the reference signing the flap.

§ RESUME: Your resume must not be more than *one-page* (for seniors) or *two-pages* (for graduate students).

§ COVER LETTER: Approach your cover letter as if you were applying for a job. In other words, sell yourself and tie together your application to give the committee a full understanding of who you are. In addition, include your SESP degree and concentration/major/focus area. *The cover letter may not exceed two pages.*

§ Do not submit additional materials as they will be discarded before the committee reviews your application.

§ Submit all materials to the award selection committee, in care of:

Ken Powers  
118 Annenberg Hall  
2120 Campus Drive  
Evanston, Illinois 60208

**APPLICATION DEADLINE: TUESDAY, MAY 1, 2012, at noon.**

§ Your application will be evaluated by a panel of SESP Alumni as follows:

- Demonstrated leadership (how demonstrated and impact) - 60%
- Quality of essay - 20%

- Letter of recommendation - 20%

I encourage you to apply for this honor and recognition of your leadership abilities. We look forward to reading your application and wish you the best as you complete your Northwestern education.

If you have any questions about this award, the award selection process, or if you would like to nominate a cohort, please contact Ken Powers, SESP Convocation Committee Coordinator at SESP2012Convocation@northwestern.edu or 847-467-2789.

Sincerely,

Bradley Robert Wadle
MSED, 2003
Chair, Leadership Award Committee