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**Mayors and Council Members  
Leadership Academy Torch Program**



# Mayors and Council Members Leadership Academy Torch Program

The League of California Cities® Mayors and Council Members Department honors the hard work and dedication of its peers through the Torch Program.

Each year elected officials from throughout California earn recognition as they progress upward through three sequential levels of achievement. These are:

- Level I — Leadership;
- Level II — Advanced Leadership; and
- Level III — Leadership in Action.

## Program Details

The Torch Program is a recognition program for mayors and council members who are seeking continuing education and League engagement to enhance their own knowledge and leadership skills in order to better serve the public. The program is a voluntary program, achievements are self-reported.

## Recognition

Mayors and Council Members who reach *Advanced Leadership* and *Leadership in Action* levels are honored at the League's Annual Conference with a certificate and torch lapel pin. The League can also arrange for recognition at your own city council meeting along with a news release.



Lapel pin levels I, II, and III

Learn more about this program or download an application at:

[www.cacities.org/TorchProgram](http://www.cacities.org/TorchProgram) or contact your regional public affairs manager

**LEAGUE OF CALIFORNIA CITIES**  
Mayors and Council Members Torch Program  
Earn Recognition for Your Service and Continued Education

**APPLICANT INFORMATION**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_ City: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 League Regional Division: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**Level I: Leadership**

Met criteria?  Yes  No

1. Attendance and completion of the New Mayors and Council Members Academy in January. **OR**  Met Years: (or 2012-2014)

2. At least three (3) years as an elected official **AND** two (2) attended at least one (1) League conference **AND** one (1) League Regional Division meeting.  Conference Name and Year: \_\_\_\_\_  
 Attended Regional Division Meeting: Yes  No

**Level II: Advanced Leadership**

Met criteria?  Yes  No

1. Completion of the HCPLA Leadership Level I.  Met Years: (or 2012-2014)

2. Completion of at least three (3) years as an elected city official.  List your qualifications: \_\_\_\_\_

3. Completion of one of the following:  Conference Name and Year: \_\_\_\_\_

- League of California Cities Mayors and Council Members Advanced Leadership Workshop;
- National League of Cities Workshop;
- University-level program that is relevant to local government; or
- Participation in at least five League hosted webinars.

4. Attendance and completion of three additional League conferences. Duplication of conferences is acceptable because content changes from year to year.  Please see list of Leadership Activities on next page to select your qualifications and complete the application.

5. Participation in at least two (2) Leadership Activities, one (1) of which **MUST** be a League activity.

**Level III: Leadership in Action**

Met criteria?  Yes  No

1. Completion of the HCPLA Advanced Leadership Level II.  Met Years: (or 2012-2014)

2. Completion of at least five (5) years as an elected city official.  Conference Name and Year: \_\_\_\_\_

3. Attendance and completion of two more League conferences. Duplication of conferences is acceptable because content changes from year to year.

4. Participation in five (5) Leadership Activities, two (2) of which **MUST** be League activities.


\*Please email completed application to: Caitlin Cole, ccole@cacities.org





# Mayors and Council Members Academy Torch Program

Earn Recognition for Your Service and Continued Education

| Applicant Information     |        |
|---------------------------|--------|
| Name:                     | Date:  |
| Title:                    | City:  |
| League Regional Division: | Phone: |
| Email Address:            |        |

| Check All That Apply | Level I: Leadership   |   |
|----------------------|--|---|
|                      | 1. Attendance and completion of the New Mayors and Council Members Academy in January; <b>OR</b>   | Year(s):  |
|                      | 2. At least three (3) years as an elected official <b>AND</b> has attended at least one (1) League conference <b>AND</b> one (1) League Regional Division meeting. | Elected Years: (i.e. 2012-2016)<br>Conference Name and Year:<br>Attended Regional Division Meeting: Yes |

| Must Check All | Level II: Advanced Leadership    |   |
|----------------|---|---|
|                | 1. Completion of the MCMLA Leadership Level I.  |   |
|                | 2. Completing of at least three (3) years as an elected city official.  | Elected Years: (i.e. 2012-2016)   |
|                | 3. Completion of one of the following: <ul style="list-style-type: none"> <li>League of California Cities Mayors and Council Members Advanced Leadership Workshop;</li> <li>National League of Cities Workshop;</li> <li>University-level program that is relevant to local government; or</li> <li>Participation in at least five League hosted webinars.</li> </ul> | List your qualification(s):   |
|                | 4. Attendance and completion of three additional League conferences. Duplication of conferences is acceptable because content changes from year to year.  | Conference Name and Year:   |
|                | 5. Participation in at least two (2) Leadership Activities, one (1) of which <b>MUST</b> be a League activity.  | Please see list of Leadership Activities on next page to select your qualifications and complete the application. |

| Must Check All | Level III: Leadership in Action                             |   |
|----------------|--|---|
|                | 1. Completion of the MCMLA Advanced Leadership Level II.   |   |
|                | 2. Completion of at least five (5) years as an elected city official.  | Elected Years: (i.e. 2012-2016)   |
|                | 3. Attendance and completion of two more League conferences. Duplication of conferences is acceptable because content changes from year to year. | Conference Name and Year:   |
|                | 4. Participation in five (5) Leadership Activities, two (2) of which <b>MUST</b> be League activities.   | Please see list of Leadership Activities on next page to select your qualifications and complete the application. |

\*Please e-mail completed application to Caitlin Cole, ccole@cacities.org.

## LEADERSHIP ACTIVITIES

The following Leadership Activities must be completed while in office or within five (5) years prior to becoming an elected city official in order to qualify as a graduation requirement.

| Check All That Apply | <b>League Activities</b>   |   |
|----------------------|--|---|
|                      | Active League Policy Committee member for at least two years                 | Committee(s):<br>Years:                 |
|                      | Having served as a moderator, facilitator, or speaker at a League conference | Conference(s):<br>Year(s):              |
|                      | Served as a member of the League's Board of Directors                        | Year(s):                                |
|                      | Served as a League Department executive officer                              | Department:<br>Year(s):<br>Office held: |
|                      | Served as a League Regional Division executive officer                       | Division:<br>Year(s):<br>Office held:   |
|                      | Chair or vice-chair for a League Policy Committee                            | Committee:<br>Year(s):                  |
|                      | Served as officer for a League Diversity Caucus                              | Caucus:<br>Year(s):<br>Office held:     |
|                      | Member of a League task force or ad hoc committee                            | Name of task force/ad hoc committee:    |
|                      | Participated in the California Civic Leadership Institute® (CCLI)            | Year(s):                                |

| Check All That Apply | <b>Community Activities</b>  |                               |
|----------------------|--|-------------------------------|
|                      | Service on a COG, LAFCO board, CalCOG or its subgroups   | Describe your involvement:    |
|                      | Member of a public sector association as an officer or on the board of directors                       | Association:<br>Office held:  |
|                      | Service as an officer of a local or statewide not-for-profit organization or professional organization | Organization:<br>Office held: |
|                      | Instructor in relevant educational programs for city officials   | Describe your experience:     |
|                      | Member of a county, regional, state, or national commission, agency, or board.                         | Describe your involvement:    |

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