**Appendix A**

*Committee Member Assignments (Recommended)*

* **Chair** – Serves as project lead and point of contact for outside leadership consultants (if appropriate).
* **Application Team Lead** – Oversees subcommittee in charge of application process, including application development, application review, and candidate notification.
* **Webinar Facilitator Team Lead** – Manages the process of securing and scheduling facilitators for webinars.
* **LDP Graduate Engagement Team Lead** – Organizes and manages volunteer positions for LDP participants upon graduation.
* **Finance Team Lead** – Develops and manages budget, determines tuition, and manages accounts receivable and payable for program.
* **Marketing/Promotion Team Lead** – Determines and executes LDP marketing plan.
* **Learning Teams Lead** – Reviews participants’ projects and determines Learning Teams. This position also serves as the primary contact for Learning Teams.
* **Committee Member** – Provides support to team leads as assigned.
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