

Office of Training & Organizational Development

2500 North River Road | Manchester, NH 03106-1045 | Phone: 603.644.3138 | Fax: 603.645.9661

Professional Enrichment Program (PEP) Application

Name:	
Title:	Department:
Years of Service at SNHU:	Campus Phone:
E-mail Address:	
Supervisor's Name and Title:	
Supervisor's Phone:	Supervisor's E-mail:

Return each of the following items by the close of business on **Friday, April 10th**:

- Application Packet
- Current Resume (include educational background and full employment history)
- Supervisor's Assessment (in a sealed envelope with signature across the seal)
- A Letter of Recommendation from a University administrator or other professional contact (other than your supervisor).

Return the aforementioned items via campus mail or e-mail to:

Sara Wilson
Director of Training & Organizational Development
Office of Human Resources & Development
Southern New Hampshire University
2500 North River Road
Manchester, NH 03106-1045
s.wilson@snhu.edu

3. What strengths and value do you believe you bring to your work environment and how will PEP enhance that?

4. In general, would you describe your working style as “big picture” or “detail oriented”? Please provide examples to explain your response.

5. Describe a professional achievement of which you are extremely proud.

6. What professional development activities have you most recently (e.g. last 3-4 years) been engaged in within or outside the University (e.g. coursework, seminars, community service)?

PEP Requirements

The PEP program involves both personal and professional time for participation in the program. PEP class members are expected to fully engage in the discussions, activities, retreat and ongoing workshops that take place throughout the year and to attend ALL programs, unless otherwise indicated as an optional event.

To graduate from PEP, you are expected to attend all sessions in their entirety. Attendance at the PEP retreat July 29th -31st is mandatory. We do recognize that emergencies and unforeseen circumstances arise and wish to be flexible in these situations for each participant. Decisions regarding graduation based on these types of situations will be evaluated by the PEP Coaching Team and decided on a case-by-case basis.

Commitment to PEP:

I have read and understand the purpose and goals of PEP. I have read and understand the requirements of PEP and, if selected, will devote the time to complete the program. I have the support and cooperation of my supervisor and/or all parties involved with me for successfully completing this program.

In order for your application to be considered, you **must** sign below:

Yes, I understand the requirements and am full able to participate in PEP.

**Thank you for your interest in the Professional Enrichment Program.
We look forward to meeting with you regarding your application.**