

ENROLMENT PROCESS

The purpose of the enrolment form is to ensure that participants are clear about the criteria and professional readiness necessary for taking up the programme. **All participants are asked to complete this enrolment form, which is editable electronically, then send via email to: CCL@diversitypractice.com**

The active engagement of Line Managers is a critical element of the StellarHE programme. Both participants and their managers are asked to sign off the enrolment form. This is in anticipation that managers fully understand their involvement, for example, supporting participants in identifying their Leadership Challenge and sharing their learning in the workplace on completion of the formal modules. **The final fee for the programme is £4,950 excl. VAT.** This covers all the workshops and materials.

An invoice will be sent on receipt of the enrolment form.

Each HEI is requested to make the decision on who to put forward based on the enrolment criteria. The deadline for the names of approved participants and their enrolment forms to reach the Diversity Practice is Friday, **15 December 2023** and should be emailed to **CCL@diversitypractice.com**

The Diversity Practice will confirm enrolment based on the information submitted.

Key Dates

15 December 2023 > Deadline for submission of enrolment forms for selected participants

10 January 2024 > Group Readiness Session

12 January 2024 > Managers Race to Action Session

17 January 2024 > M1 – Orientation & My Leadership Journey

18 January 2024 > M2 - Race Strategic Context in HE

1 February 2024 > M3 – Authentic Leadership, Identity and Race

15 February 2024 > M4 – Leadership Purpose & Vision

14 March 2024 > Action Learning

21 March 2024 > M5 – Status Now - Leadership MoT

11 April 2024 > M6 – iLead 360 - Cracking the corporate Code

17 April 2024 > M7 – Future Now - Career Strategy

18 April 2024 > M8 – Presence - iBrand & Communicating with Impact

Dates TBC > Coaching

ENROLMENT FORM

The deadline for returning the signed off enrolment form to the Diversity Practice is **15 December 2023**

Participant Details:

Name: _____
Department: _____
Job title: _____
Email address: _____
Telephone number: _____

I have the support and encouragement of my line manager in undertaking this development opportunity.

Signed:

Applicant

Date:

Manager Details:

Name: _____
Job title: _____
Email address: _____
Telephone number: _____

Manager Orientation:

I am available to attend a virtual group orientation session for managers on 12 January 2024.

Signed:

Line Manager

Date:

SELECTION CRITERIA

Please indicate in a sentence or two how you meet the established criteria as follows:

1. Give an example of your management/supervisory duties, and of managing others, delegating and developing staff, and/or leading change or innovation:

2. Show how you have proactively thought about career progression and future aspirations:

3. Demonstrate how you have undertaken personal/professional/leadership development (e.g., workshops, volunteering, etc):

4. Demonstrate that you have a realistic understanding of this training programme and its objectives:

5. Show that you are able to commit to all parts of the programme and will have the opportunity to apply the learning:

6. Demonstrate that you have the willingness and commitment to share the learning and experience with other colleagues (e.g. will undertake mentoring training and mentor future participants and other Black, Asian and Ethnically Diverse staff):

Please write no more than one side of A4 outlining:

- Why you would like to participate on the StellarHE Programme, and what do you think you would gain from attending?

- What has changed for you as a leader as a result of Covid19 and the Black Lives Matter movement in 2020?

Write a short bio and send us your picture

This can be written in an informal style and is your opportunity to introduce yourself to your fellow participants and share what you would like them to know about you.