# STELLARHE 2019/20, COHORT 12

# ENROLMENT FORM

StellarHE is a strategic executive development programme for Diverse Leaders (Black, Asian and Minority Ethnic – BAME) in Higher Education. Now in its eighth year this programme has been designed specifically to develop and implement leadership strategies that reflect the unique challenges and experiences of Black, Asian and Minority Ethnic academic and professional staff across Higher Education.

This development programme is recognised by the Institute of Leadership and Management and is sponsored by University College London, City University, Liverpool John Moores University and The University of Manchester.

StellarHE is targeted at BAME individuals who aspire to senior leadership positions in Higher Education. It is aimed at professional Support Staff, Academics and Researchers at a middle to senior management level. Readiness to embark on an experiential leadership programme and availability to participate in all activities are key criteria for participation on the programme.

# ENROLMENT PROCESS

# 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 and sign off this enrolment form.**

**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 of the training.

The **final fee for the programme is £3,495 excl. VAT.** This covers all the workshops and materials plus residential accommodation costs. An invoice will be sent on receipt of 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 **Monday, 2 December 2019** and should be emailed to [**paul@diversitypractice.com**](mailto:paul@diversitypractice.com)**.** The Diversity Practice will confirm enrolment based on the information submitted in the enrolment forms.

|  |  |
| --- | --- |
| **Date** | **Activity** |
| **2 December 2019** | Deadline for submission of enrolment forms for selected participants to The Diversity Practice |
| **16 January 2020** | Participant Orientation Day: 10am – 5pm, venue TBC\* |
| **January 2020** | Manager Briefing Session: teleconference |
| **28 – 29 January 2020** | StellarHE R1 – Leading from Authenticity & Leading with Authority, two-day residential\*\* |
| **February 2020** | Complete Leadership Diagnostics and Coaching Session One |
| **18 – 19 March 2020** | StellarHE R2 – Self Mastery & Presence, Power and Personal Impact, two-day residential\*\* |
| **March – Sept 2020** | Leadership Challenge Project Work |
| **April 2020** | StellarHE Impact Groups: Action Learning Session |
| **20 – 21 May 2020** | StellarHE R3: Beyond StellarHE, Creating Legacy, two-day non-residential\* |
| **Sept 2020** | Coaching Session Two |
| **Sept 2020** | StellarHE Impact Groups: Post-programme Action Learning Session |

The programme also includes pre-course work such as reading articles, written assignments and a Leadership Challenge project. The pre-course work typically requires about 2 hours before each workshop.

\* Venue TBC

\*\* Venue: Lane End Conference Centre, Church Road, Lane End, High Wycombe HP14 3HH

# ENROLMENT FORM

The deadline for returning the signed off enrolment form to the Diversity Practice is **MONDAY 2nd DECEMBER 2019.**

**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 briefing session by teleconference on the following day (please tick one):

|  |  |
| --- | --- |
| 🞏 | Monday, 20 January 2020 – 1pm – 2pm |
| 🞏 | Tuesday, 21 January 2020 – 2pm – 3pm |

|  |  |
| --- | --- |
| **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:** |
|  |
| 1. **Show how you have proactively thought about career progression and future aspirations:** |
|  |
| 1. **Demonstrate how you have undertaken personal/professional/leadership development (e.g., workshops, volunteering, etc):** |
|  |
| 1. **Demonstrate that you have a realistic understanding of this training programme and its objectives:** |
|  |
| 1. **Show that you are able to commit to all parts of the programme and will have the opportunity to apply the learning:** |
|  |
| 1. **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 Minority Ethnic 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
* Any wider contributions you currently make to the University that go beyond the immediate requirements of your job
* The key learning points in your career to date

**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.