



WIG

The Whitehall & Industry Group
connecting the sectors

WIG Step Up Step Across Programme Application Form

We are delighted you are applying for the Step Up Step Across Leadership Programme with The Whitehall & Industry Group.

Your application information will allow us to make sure this programme is the right fit for you, as well as provide our facilitators with essential information to get to know you from the outset. It will also ensure our programme learning outcomes are delivered most effectively.

We therefore kindly ask you to fill in all the required sections together. The completed form should be sent via email, along with a headshot and CV, for the attention of Elle McPhun , Programme Manager at leadership@wig.co.uk. A member of the team will then be in contact about your application.

About The Whitehall & Industry Group

WIG is an independent charity and membership organisation – not for profit, but for a key purpose, driven by a team passionate about developing responsible, inclusive and collaborative leaders through mutual understanding and constructive engagement between government, industry and the not-for-profit sectors.

WIG has over 30 years' experience in delivering memorable and high impact interventions that truly translate into improved leadership practice and performance for leaders in their teams and organisations. Our firm commitment is to develop good leaders, as well as to develop leaders for good. Through so doing we enable better business, better government and, ultimately, a better society.

The Whitehall & Industry Group is a company limited by guarantee and a registered charity, number 1061584. Registered address: 80 Petty France, London SW1H 9EX.

Personal Information

Title:	First name (s):	Family name:
Preferred name (if different from above):		
Job Title:		
Organisation name:		
Organisation address:		
Telephone number:		
Personal Email address:		

Tell us about you

Please provide a short bio (for inclusion in programme handout) and attach a CV (max 500 words):

Tell us about your current strengths and challenges as a leader. You should include your main responsibilities, how long you have been in this role, the size of the team you manage or number of direct reports (if applicable) and your grade or rank (where appropriate):

Your Objectives Please outline what is the most important thing, for you, to take away from this programme:

Your contribution We aim to maximise shared learning by putting together a group of participants with a diverse mix of backgrounds, skills and experience. What would you offer the group?

How did you hear about this programme and what specifically attracted you to it?

Do you have any reasonable adjustments or dietary requirements?

Line manager's endorsement: This part of the application form needs to be completed by your line manager. Please comment on the application including the expected benefits to the applicant and the organisation:

Manager's Name:

Manager's role or title:

Date and initials:

Payment Information: If your application is successful, to whom should the invoice be sent. (If you are member of a public sector organisation signed up to CSL please raise the booking via the Government Campus).

Contact name:

Organisation:

Tel. & E-mail:

Purchase Order
No. if known:

Terms and Conditions

- Payment of the programme fee is due in full thirty (30) days from the date of our invoice. WIG reserves the right to deny participation in the program if the invoice has not been settled before the programme start date.
- If you withdraw from the programme after confirming your acceptance, you will be liable to pay the full fee. However, if we are able to find a suitable replacement, we will refund the programme fee less 15% administration charge.
- WIG reserves the right to run modules at a venue or virtual platform other than the one specified, when necessary. If this is the case you will be informed as soon as possible and provided with information about accommodation, travel directions etc.
- WIG reserves the right to change the details of the programmes without notice. Where circumstances force WIG to cancel a programme, the liability of WIG shall be limited to a refund of any fees paid for that particular programme. WIG is not liable for any consequential loss.
- This programme takes a collaborative approach and the success relies as much on the attitude, engagement and commitment of participants as on the input or expertise of speakers and facilitators.

I have read the terms and conditions and agree to the terms stated. I also confirm I have read and agreed to be available on all programme dates **(Please initial here)**:

Privacy and data protection

Once you graduate from the programme, we would like to keep in touch with you with opportunities and news tailored for Leadership Programme alumni (such as alumni networking events). Please tick if you would like/not like to be added to WIG's Leadership Programme alumni mailing list, to receive news & opportunities tailored for alumni:

By entering your details on the application form, you agree to allow WIG to contact you by mail, e-mail or telephone about the programme. We shall record your details on our database and will take all reasonable precautions to keep the information safe. WIG does not sell, trade or rent your personal information to others. For our full privacy policy, please see [here](#).

Thank You.