



WIG

The Whitehall & Industry Group
connecting the sectors

WIG Step Up Step Across Programme January - June 2021 Application form

To submit your application, please complete this form and return it to leadership@wig.co.uk by 21 September 2020. Please show your name and job title as you would like them to appear on the programme.

Title:

Name:

Job title:

Organisation name:

Organisation address:

Work email:

PA Name:

Personal email:

PA Email:

Telephone:

PA Tel:

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. Will you be available to attend on all programme dates listed below?

(M1: 21 & 23 Jan, M2: 4 & 5 March, M3: 20 & 21 May, M4: 20 May)

Yes

No

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

Tell us about your current role and your current opportunities and challenges: 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 you would expect to gain 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?

Line manager's endorsement: Please comment on the application including the expected benefits to the applicant and the organisation.

Manager's Name:

Manager's role or title:

Date:

Dietary or access requirements: Do you have any special requirements?

Invoicing information

Please complete the following advising us to whom we should send the invoice, should your application be successful:

Name:

Tel:

Title:

Email address:

Organisation name:

Organisation address:

Purchase order no (will only be used if application is successful):

Please return completed application form to: leadership@wig.co.uk

The closing date for early admissions is 2 November 2020. **The final admission deadline is 14 December 2020.**

Terms and conditions

- We will let you know whether your application has been successful after each closing date for applications. If you are offered a place on the programme, we will ask you to confirm your acceptance of the place within one week of the date of the offer letter. 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 programmes at a venue 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.

Privacy and Data Protection

By entering your details on the application form, you agree to allow WIG to contact you by mail, e-mail, telephone or fax about the programme you are applying for. 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.

If your application is successful, we will forward your application form (and CV if applicable) to the facilitators of the programme. If you do not wish us to forward your details, please advise us in writing. 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 the box below if you are happy to be on our alumni mailing list:

I would like to be added to WIG's Leadership Programme alumni mailing list, to receive news & opportunities tailored for alumni.

WIG Step Up Step Across Programme 2021

Programme dates

The modules are full day meetings (09:00-16:30).

Module 1: 21-22 January 2021 (residential module hosted in Central London)

Module 2: 4-5 March 2021

Module 3: 20-21 April 2021

Module 4: 20 May 2021

EQUALITIES MONITORING FORM

The Whitehall & Industry Group's purpose of building understanding and co-operation between government and business is strengthened further by its commitment to valuing diversity. WIG welcomes applications for all its activities from individuals regardless of ethnicity, religion, sexual orientation, gender, social background, age or disability.

This form will be detached before your application is considered. Any information given will be held in strict confidence and will not affect your application. We ask for your co-operation in completing this sheet. This form will not be seen by the panel responsible for the selection.

Please tick the appropriate box

1. Age category

18-25 26-34 35-44 45-54 55+

2. Disability

Do you consider that you have a disability?

Yes No

If 'Yes', please state the nature of the disability. Would you need any adjustments to be made to carry out this role?

Do you need any special assistance in attending interview? If so, please give details:

(The Equalities Act 2010 defines a disability as a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities.)

3. Ethnic Origin

Asian or Asian British

- Bangladeshi
- Indian
- Pakistani
- Any other Asian background

Black or Black British

- African
- Caribbean
- Any other black background

Mixed Ethnic Background

- White & Asian
- White & Black African
- White & Black Caribbean
- Any other mixed ethnic background

White

- British
- Irish
- Any other white background

Chinese or Any Other Ethnic Background

- Chinese
- Any other ethnic background

4. Gender

- Female
- Prefer not to say

- Male

5. Religion / Faith

- Buddhist
- Hindu
- Muslim
- None
- Prefer not to say

- Christian
- Jewish
- Sikh
- Other religion / faith

6. Sexual orientation

- Bisexual
- Gay woman / lesbian
- Other

- Gay man
- Heterosexual / straight
- Prefer not to say

To submit your application, please complete this form and return it to leadership@wig.co.uk by 16 November 2020.

Thank you for your co-operation