

**Application Guidance – Emerging Leader Programme**

Thank you for your interest in the Emerging Leader Programme! Please read this document before you apply.

**We recommend that you use this document to plan your answers in advance before completing the** [**online application form**](https://www.surveymonkey.co.uk/r/ICFEM)**.** **The form will not save your answers – it must be completed it in one sitting.**

**TIP:** Use this document to plan your answers and then simply copy and paste into the online application form when you are ready.

You should take the time to consider your answers carefully and provide as much detail as you can. Before applying, please carefully read the information [about the programme](https://www.charteredforesters.org/institute-launches-leadership-development-programmes-for-tree-professionals). Understanding the Clore Social Leadership’s [Social Capabilities Framework and Leadership Development Model](https://cloresocialleadership.org.uk/page/About_Social_Leadership) will help to make your application about you, your work with others and the world around you.

**Please note the application deadline of 1700 on Friday 30th September 2022 so you don’t miss out!**

Ensure that you leave enough time to properly complete the application and make allowances for any technical problems or delays. Unfortunately, we will not be able to accept applications submitted after this deadline.

After you submit your application, you will receive a confirmation email from the Institute of Chartered Foresters.

Early applications are highly recommended. All applications will go through a moderation process between 3–15 October 2022 to assess suitability, taking into account the total number of applications received and programme capacity. Online interviews will take place between 25 October and 18 November. Applicants will be informed about the outcome of their application by 25 November. Full details of programme elements will be provided to successful applicants to support planning.

**If your application is successful, there will be a charge of £150 + VAT on acceptance of the invitation to join the programme.**

**Good luck with your application, we look forward to hearing from you!**

**Application Questions**

*An asterisk (\*) will require an answer*

**Section 1: Personal Information**

1. \*First name(s)
2. \*Last name
3. \*Telephone number
4. \*Primary email address
5. Secondary email address (if primary is your work email, please provide a personal email address as an alternative)
6. \*Address Line 1
7. \*Address Line 2
8. City
9. \*County
10. \*Postcode
11. \*Country

**Section 2: Organisational Information**

1. \*Name of your organisation(s)

1. Type of organisation (select one)

2.1 Public body

2.2 Commercial organisation

2.3 Charity

2.4 Educational institution

2.5 Consultant (e.g. self-employed / freelance practitioner)

2.6 Local Authority

2.7 Voluntary / community organisation

2.8 Not sure

2.9 Other (please specify)

1. \*Please briefly describe your organisation and its aims (max. 150 words)

1. \*How many staff does your organisation employ? (select one)

4.1 1–5

4.2 6–10

4.3 11–20

4.4 21–50

4.5 51–100

4.6 101+

* 1. Not sure

1. \*How many volunteers work with your organisation? (select one)

5.1 0–5

5.2 6–10

5.3 11–20

5.4 21–50

5.5 51–100

5.6 101+

5.7 Not sure

1. Please provide a link to your organisation’s website and/or social media channels (please state N/A if not applicable).

**Section 3: Professional / Career-related Information**

1. What is your job title?

1. \*How long have you been at your current organisation? (select one)

2.1 0–6 months

2.2 6–12 months

2.3 1–3 years

2.4 3–5 years

2.5 5–10 years

2.6 10+ years

2.7 Not applicable

1. \*How long have you been working with trees or woodlands? (including any other organisations (select one)

3.1 0–1 year

3.2 2–5 years

3.3 5–10 years

3.4 10+ years

1. \*Please select your level of professional experience (paid or voluntary)

4.1 Entry level

4.2 Intermediate level

4.3 Mid-level

4.4 Senior level

1. What is your current employment status? (select one)

5.1 Full-time employee

5.2 Part-time employee

5.3 Self-employed

5.4 Freelance

5.5 Retired (semi/fully)

5.6 Other (please specify)

1. \*Please provide a short description of your role (max. 150 words)

1. Please insert a link to your LinkedIn page (please state N/A if not applicable)

**Section 4: Leadership Information**

1. \*Why do you want to join this programme, and what are you hoping to gain from it? (max. 200 words)
2. \*What leadership strengths do you bring to your role? (max. 200 words)
3. \*What leadership skills would you most like to develop? (max. 200 words)
4. \*What are the key challenges you face in your role? (max. 200 words)
5. \*How will this leadership training enable you to deliver on the nation’s aspirations for our trees and woodlands? (max. 200 words)
6. Please use this space for any additional information to support your application (max. 200 words)

**Section 5: Sponsor/Referee information**

1. \*Name
2. \*Company
3. \*Email Address
4. \*Phone Number

**Section 6: Digital Skills**

1. \*Do you have previous experience of online learning? (select one)

1.1 Yes

1.2 No

1.3 Not sure

1. \*Which statement best describes your digital ability? (select one)

2.1 Minimal user – I rarely use technology and will need advice and guidance to get involved in an online programme.

2.2 Regular user – I use a few digital tools regularly but might struggle with new systems and software at first.

2.3 Advanced user – I use various applications and can confidently navigate new systems and software with no/minimal support.

2.4 Not sure

1. Part of this programme will be delivered online and will require participants to have a stable internet connection and attend live elements via Zoom. Do you have specific needs or comments in relation to this format? (max. 100 words)

**Section 7: Communication Preferences**

1. \*Would you like to sign up to receive the ICF e-newsletter? (select one)   
   (By signing up to our e-newsletter mailing list, you agree to the ICF sending monthly updates to your specified email address. You can unsubscribe at any time via the link in the footer of the emails you receive from. Your data will not be shared with any third parties other than for the purposes of e-newsletter distribution (Mailchimp). For more information, see the [ICF Privacy Policy](https://www.charteredforesters.org/privacy-policy)).

1.1 Yes please

1.2 No thank you

1.3 I’m already signed up

1. \*Do we have your permission to publish your organisation’s name, should you join the programme? Your personal name will not be published. (select one)

2.1 Yes

2.2 No

1. \*How did you hear about this programme?

3.1 ICF website

3.2 ICF e-news

3.3 ICF direct mailer

3.4 ICF social media channels

3.5 Clore Social Leadership website

3.6 Clore Social Leadership social media

3.7 Other organisation’s social media / newsletter / direct mailer / website

3.8 Internet search

3.9 A contact or colleague

**Section 9: Equality & Diversity (optional)**

You do not have to answer any of the following questions. Theinformation given below is used to provide a profile analysis of the applicants to this programme. We aim to encourage greater diversity amongst leaders who are working with trees and woodlands.

1. Your age (select one)

1.1 18–24

1.2 25–34

1.3 35–44

1.4 45–54

1.5 55–64

1.6 65+

1.7 Prefer not to say

1. Do you consider yourself to have a disability according to the terms given in the Equality Act 2010? (select one)

2.1 Yes

2.2 No

2.3 Prefer not to say

1. Please indicate the type of impairment which applies to you (select all that apply)

3.1 Physical impairment (such as difficulty using your arms or mobility issues which mean that you use a wheelchair or crutches)

3.2 Sensory impairment (such as a visual or hearing impairment)

3.3 Mental health condition (such as depression or schizophrenia)

3.4 Learning difficulty (such as dyslexia, learning disability or cognitive impairment)

3.5 Long-standing illness or health condition (such as cancer, HIV, diabetes, chronic heart disease or epilepsy)

3.6 No impairment or disability

3.7 Prefer not to say

3.8 Other (please specify)

1. What is your gender? (select one)

4.1 Female

4.2 Male

4.3 Prefer not to say

4.4 Other

1. Is your gender identity the same as the gender you were assigned at birth? (select one)

5.1 Yes

5.2 No

5.3 Prefer not to say

1. Your sexual orientation (select one)

6.1 Bisexual

6.2 Gay man

6.3 Gay woman/lesbian

6.4 Heterosexual

6.5 Prefer not to say

6.6 Other (please specify)

1. Please select your ethnic background (select one)

7.1 White British

7.2 White Irish

7.3 White other European

7.4 White (other)

7.5 Asian British

7.6 Asian Pakistani

7.7 Asian Bangladeshi

7.8 Asian Indian

7.9 Asian Chinese

7.10 Asian (other)

7.11 Black British

7.12 Black African

7.13 Black Caribbean

7.14 Black (other)

7.15 Arab

7.16 Mixed Heritage: Asian and White

7.17 Mixed Heritage: Black African and White

7.18 Mixed Heritage: Black Caribbean and White

7.19 Mixed Heritage: Arab and White

7.20 Mixed Heritage (other)

7.21 Prefer not to say

7.22 Other (please specify)

1. Which religious/belief group do you most identify with? (select one)

8.1 Baha'i

8.2 Buddhist

8.3 Christian

8.4 Hindu

8.5 Jain

8.6 Jewish

8.7 Muslim

8.8 Sikh

8.9 No religion

8.10 Prefer not to say

8.11 Other (please specify)

[**Ready to apply? Click here!**](https://www.surveymonkey.co.uk/r/ICFEM)

This programme is funded by the Trees Call to Action Fund. The fund was developed by Defra in partnership with the Forestry Commission and is being delivered by the Heritage Fund.

