 

**Springboard Women’s Development Programme**

**Application Form 2024**

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| Please return this form to **hr-equality@qmul.ac.uk**  **Closing Date:** Friday 9th February 2024, 5.00pm |

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| **Your Name** |  | |
| **Department/School/Institute** |  | |
| **E-mail address** |  | |
| **Job Role** |  | |
| **I confirm that I have discussed my application with my line manager** | |  |
| **I confirm that I commit to attending all sessions, both online and in person at the F2F sessions in Dept W** | |  |

The programme workbooks are available in both physical and digital formats (approx. 320 pages including worksheets to complete). Please indicate below which you would prefer, if you are successful in your application to attend the programme:

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| **I would prefer a physical copy of the programme workbook** |  |
| **I would prefer a digital copy of the programme workbook** |  |

**Individual Statement in support of application:**

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| **Please outline why you would like to attend the Springboard Women’s Development programme (approx. 250 words). You may wish to refer to the ‘About Springboard’ section of the webpage to inform your statement.** |
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| **What are the areas of development or goals you want to focus on through the Springboard programme? What can you do to ensure you can take advantage of the programme? (approx. 250 words) You may wish to refer to the ‘About Springboard’ section of the webpage to inform your statement.** |
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**Line Manager’s support of application:**

*(To be completed by participant’s line manager)*

I can confirm I support the above member of staff’s attendance on the Springboard programme; that the individual can meet the attendance requirements and that I am able to offer the applicant support while they are on the course.

**Name**: **Date**:

**Applicant’s commitment:**

Please review the dates below to confirm that you are able to commit to attending **all** sessions - both online and in person at the F2F sessions in Dept W, as well as undertaking some self-directed learning (e.g. engaging with both the workbook, which is likely to require on average an hour a week of your time in addition to the course contact time, and the peer coaching commitment between sessions).

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| **Session Number** | **Session Title** | **Day / Date** | **Time** | **Location** |
| 1 | Getting Started | Wednesday 6th March | 9.30am - 4.30pm | In person - Dept W (Rooms 2.16 & 2.17) |
| 2 | Introduction to Coaching Skills | Thursday 14th March | 12.30pm - 4.00pm | Online (via Zoom) |
|  | Peer Coaching (2 hours - an hour each way) | For you to agree with your coaching partner | |  |
| 3 | Knowing Yourself | Wednesday 27th March | 10.00am - 4.00pm | Online (via Zoom) |
|  | Peer Coaching (2 hours - an hour each way) | For you to agree with your coaching partner | |  |
| 4 | Being the Authentic You | Tuesday 23rd April | 9.30am - 4.30pm | In person - Dept W (Rooms 2.16 & 2.17) |
|  | Peer Coaching (2 hours - an hour each way) | For you to agree with your coaching partner | |  |
| 5 | Assertiveness | Tuesday 4th June | 10.00am - 4.00pm | Online (via Zoom) |
|  | Peer Coaching (2 hours - an hour each way) | For you to agree with your coaching partner | |  |
| 6 | Where do we go from here? | Wednesday 3rd July | 9.30am - 4.30pm | In person - Dept W (Rooms 2.16 & 2.17) |
|  | Peer Coaching (2 hours - an hour each way) | For you to agree with your coaching partner | |  |

**Name**: **Date**: