



**2008**

**ACT WOMEN'S DIRECTOR  
SCHOLARSHIPS PROGRAM**

**APPLICATION FORM**

*Applications close*

**COB Friday 11 July 2008**



**dhcs | ACT**



## Important

Please read the Information and Application Guidelines before completing this form.

To obtain a hard copy of this form, please contact the Office for Women on 62050515.

### 1. Applicant Details

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** (work) \_\_\_\_\_

(home) \_\_\_\_\_

(mobile) \_\_\_\_\_

**Fax:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Age group:** 15-25  26-40  41-60  61-80

**Cultural background:** Aboriginal  Torres Strait Islander

Culturally or Linguistically Diverse Background

**Do you have a disability?** Yes  No

**Are you currently engaged in paid/unpaid work?** Yes  No

If yes, please provide details below:

**Name of organisation:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Your position within the organisation:** \_\_\_\_\_

**Are you listed on the ACT Women's Register?** Yes  No

**Would you like to receive information about the ACT Women's Register?**

Yes  No

## 2. Course selection

Please indicate the course you would like to apply for:

Directors Essentials

Company Directors

## 3. Assistance from other sources

Have you received a scholarship, grant or other form of assistance to support your progression into a directorship role or position on a board or committee?

Yes

No

If yes, please provide details of the support provided below:

Name and description of program: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of organisation that administered the program: \_\_\_\_\_

\_\_\_\_\_

Amount of funding received (if applicable): \_\_\_\_\_

Date program was completed: \_\_\_\_\_

Accreditation achieved (eg Certificate, Diploma): \_\_\_\_\_

\_\_\_\_\_

#### **4. Supporting documentation:**

Please attach:

1. ***A statement against each of the following providing specific examples where possible to substantiate how you have meet the criteria (maximum two pages in total):***

- (i) Describe the knowledge, skills, abilities and attributes that you apply in your current role and how this contributes to the goals of your workplace / organisation / committee.
- (ii) Describe the knowledge and skills that you believe you would gain by participating in the ACT Women's Director Scholarships Program.
- (iii) How would you apply these in a formal capacity in both the short and long term? (eg. 1 year, 5 years, 10 years.)
- (iv) Evidence of any action you have taken to nominate for appointment to a government or non-government organisation, board or committee; and
- (v) Evidence of your role within your current organisation.

2. ***Your Curriculum Vitae indicating:***

- (i) Employment history, or relevant experience (paid or unpaid);
- (ii) Current and previous appointments on Federal, State or Territory bodies (boards, councils, committees);
- (iii) Membership of professional or community organisations including membership of non-government boards and committees;
- (iv) Any other relevant experience.

## 5. Referee Reports

Please attach **two** referee reports to your application, using the pro forma overleaf.

***Your referees must be able to rate your comment and performance on your ability to meet the selection criteria providing specific examples where possible to substantiate their claims how you have meet the criteria (maximum two pages in total):***

- (i) Describe the knowledge, skills, abilities and attributes that the applicant applies in their current role and how this contributes to the goals of their workplace / organisation / committee.
- (ii) Describe the knowledge and skills that you believe the applicant would gain by participating in the ACT Women's Director Scholarships Program.
- (iii) How would the applicant apply these in a formal capacity in both the short and long term? (eg. 1 year, 5 years, 10 years.)
- (iv) Evidence of any action the applicant has taken to nominate for appointment to a government or non-government organisation, board or committee; and
- (v) The applicant's role within their current organisation.

The relevant knowledge, skills, abilities and attributes that you demonstrate in your current workplace and/or current role in a board or committee; and your capacity to successfully complete your nominated course.

The comments your referees provide must be objective and should include specific examples wherever possible to substantiate claims.

Your referees may be contacted to seek clarification of their comments or to obtain further information.

**Please submit your application by**

**COB Friday 11 July 2008**

**to:**

2008 ACT Women's Director Scholarships Program  
Office for Women  
Department of Disability, Housing and Community Services  
GPO Box 158  
CANBERRA ACT 2601







