

**HEE/CILIP Leadership Development Programme
Application Process**

How to Apply: You are required to submit:

- A CV
- A personal statement which covers the following in a maximum of 1,000 words:
 - Examples of where you have taken leadership roles, whether in a professional or personal setting.
 - Describe the situation, what you did and the outcome
 - Tell us what you learned from each one
 - Outline which leadership behaviors worked well and why
 - Explain what you would do differently and why
 - What you hope to gain from this programme
 - How you might apply the learning in practice
- A signed statement from your line manager confirming that¹:
 - You will be released for all the workshops and action learning sets
 - Your travel and accommodation expenses will be covered.

Selection Criteria: The successful applicants will be those that clearly demonstrate, in their CV and personal statement:

- Commitment to healthcare librarianship and to embedding the vision, guiding principles and values of [Knowledge for Healthcare](#) in their day-to-day practice
- Understanding of leadership behaviours and the impact of their own behaviour on that of others
- Capability to reflect upon their day-to-day practice, analyse their decision making and learn from their experiences
- Ability to apply and incorporate what they learn into their day-to-day practice
- Willingness to openly share their experiences and learning with others

Commitment, Deadline and Notification: By submitting your application you are committing to fully participating in all aspects of the programme. This includes attendance at each of the compulsory face-to-face workshops and action learning set meetings.

Applications must be received by 5pm on **Friday 21st July 2017**. Please send completed applications to Gil.Young@nhs.net

You will be notified regarding the outcome of your application by 5pm on Friday 28th July 2017.

If you have any questions or require any further guidance on completing your application please contact Gil.Young@nhs.net

¹ Please note that no applications will be considered without this statement.