**Future Global Leaders Forum 2019**

**Project Stream 2: Leaders in Community**

This is a charity strand that will engage students with our surrounding multi-cultural community, teaming up on projects that empower local citizens and youth. Participants will attend training sessions focussed on leadership or mentoring skills and participate in work experience with the award-winning Leaders in Community organisation.

Successful applicants will attend and present the outcomes of their activity at the Global Leaders Summit at the end of March.

**GUIDANCE NOTES**

This sheet provides guidelines for applying to the programme. This is a competitive process, so please ensure that you read these guidance notes carefully before you submit your application.

**Key Information**

It is expected that a team of 4 students will work on each project. After the work experience component (approx. 5 weeks duration), teams must produce a report to summarise their work and to show the impact. Team members are expected to prepare and deliver a presentation on the project and its outcomes for the Global Leaders Summit.

Participants also attend a post-project brief where you will learn how to apply this experience to future employment applications and interviews.

Five projects are being offered:
- Project 1: Limborough Gardeners (Leadership Training Module)
- Project 2: ESOL for Learners (Leadership Training Module)
- Project 3: Environmenal Week of Action (Leadership Training Module)
- Project 4: Food for Thought Mentoring Programme (Peer-to-Peer Training Module)
- Project 5: Revision Classes St. Paul's Way Trust School (Peer-to-Peer Training Module)

**Eligibility**

This programme is open for all current Queen Mary students to apply.

**Time commitment**

Any meetings plus two afternoons of training are expected to take place on Wednesday afternoons. In addition, students are expected to contribute 20 hours of project work. Sessions will start at the end of January and project work will end mid-March. All participants are expected to attend the Global Leaders Summit.

**The application process**

- Applications must be submitted via the online form for Stream 2. Only complete applications submitted online will be considered.
- The application deadline is **Monday, 14 January 2019 at 11:59 pm**. Late applications will not be considered.
- Results of the selection will be announced via e-mail once complete
Application checking
You are encouraged to have your application checked in Careers & Enterprise before submission. To book an appointment to check your application, either contact Careers & Enterprise by phone 020 7882 8533 or visit the Careers & Enterprise Reception located in Room WG3, Queens Building. Appointments are available on campus or by skype/phone.

The application form
- There are 20 questions on the online application form distributed over 5 pages
- All questions on the application form must be completed
- Incomplete applications will not be considered

Questions 1-4 concern your personal details (First Name, Surname, Student ID Number, Academic School / Institute)

Question 5 asks for your expected graduation year

Question 6 asks for your student status (Pre-undergraduate Foundation, Undergraduate, Pre-Masters, Postgraduate Taught, Postgraduate Research)

Question 7 asks for your QMUL e-mail address. Correspondence will be sent to this address.

Question 8 asks for your mobile phone number

Question 9 asks for your gender

Question 10 asks for your home address classification (UK Home Student, Student from the EU, International Student, Other)

Question 11 asks you to specify your home country if you are not a UK Home Student

For Questions 12 – 14 (Motivation), there are no restrictions on the format of your answers. For example, you may choose to answer each question in paragraphs, bullet points, or a combination of both. Your answer to each question may not be more than 250 words.

Question 12 asks you to explain what has motivated you to apply for the Future Global Leaders Forum Leaders in Community stream

Question 13 asks you to explain how your participation could help you develop the qualities of a global leader

Question 14 asks you to describe three skills that you can bring to the Leaders in Community stream. Include specific examples from your experience that clearly evidence how you meet these skills.

Question 15 asks you to rank your preference for the 5 projects. If you are not interested in a project, please do not include it in your preference ranking.

Question 16 asks you to briefly explain your project ranking (in no more than 60 words).

Question 17 is a self evaluation of skills you feel that you already display:

Communication skills - the ability to pass on information to others through a variety of means, adapting communication style to suit people’s needs and abilities
Empathic and reflective skills - the ability to understand a situation from someone else's perspective, to consider the effect of one's actions and act accordingly

Proactivity and use of initiative - the ability to act in advance, plan ahead and carry out duties in a forward thinking manner

Research and evaluation skills - the ability to process, assess and evaluate information and apply this to specific problems

IT skills - ability to use Microsoft Office package, particularly Word and Excel

Problem solving - the ability to be flexible and respond to any challenges that arise

Time management skills - ability to prioritise work in order to meet deadlines

Social media skills - familiarity with social networking sites

Team-working skills - the ability to be part of a team, co-operating with others to achieve an objective

Question 18 invites any other information you wish the selection panel to know.

Question 19 requires your signature (typed) confirming the conditions and your commitment.

In submitting an application, you:

1) confirm that all information given in the form and in any supporting information is complete and accurate in all respects;
2) consent to data (including personal data) given in this form and in any supporting documentation (being processed in accordance with data protection legislation);
3) agree, if selected, to fully engage with the project in cooperation with team members and Leaders in Community staff;
4) agree, if selected, to contribute to a report on the project in a prescribed form and to provide progress updates upon request;
5) agree to participate in requests for feedback on the application process or project delivery;
6) agree that the team will be represented at the Global Leaders Summit, and deliver a presentation on the project and its outcomes.

Question 20 is the date of your signature.