

## Application Guidance Community Leader – Location - Newport

Kindly note, this programme is for those working/volunteering for a charitable or social purpose in Wales only.

Thank you for your interest in this programme! For an application form in Welsh, please [click here](#).

Please read this document before you apply for the programme. Many of the questions on the online application form require tick-box/dropdown box answers. However, there are several questions that require you to provide a written answer.

We therefore **recommend that you use this document to plan your answers in advance before** completing the online application form, as the form will not save your answers, so you must complete it in one go.

TIP: feel free to download and save this document, then type your answers in this document so you can edit freely and then simply copy and paste into the online application form when you are ready.

Please 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](#). Understanding the Clore Social Leadership's framework and model will help to make your application about you, your work with others and the world around you.

**Please note the application deadline of 11.59 on Monday 22 April 2024 so don't miss out!**

Please 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 made after this deadline.

After you submit your application, you will receive an automated confirmation email. (Or you will receive an email confirmation from the Programmes team if you have arranged and agreed to submit your application through an alternative method).

Early applications are highly recommended. All applications will go through a moderation process from **22 April – 29 April 2024** to assess suitability, taking into account the total number of applications received and programme capacity.

Applicants will be informed about the outcome of their application by **29 April 2024**. Full details of programme elements will be provided to successful applicants to support planning.

**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. *Alternative Email Address (If primary is your work email address, please provide a personal email address as an alternative)*
6. *\*Address Line 1*
7. *\*Address Line 2*
8. *City*
9. *\*County*
10. *\*Postcode*
11. *\*Region*
  - 11.1. *North Wales*
  - 11.2. *Mid Wales*
  - 11.3. *South East Wales*
  - 11.4. *South West Wales*
  - 11.5. *Across the whole of Wales*
  - 11.6. *Other (please specify)*

### **Section 2: Organisational Information**

1. *\*Have you approached your manager or board about taking part in this programme? (select one)*

- 1.1. Yes
- 1.2. No, but I intend to
- 1.3. No, and I do not intend to

2. *\*Name of Current/Most Recent Organisation*

3. *\*Organisation Sub-sector (select all that apply)*

- 3.1. Advice and advocacy
- 3.2. Animal welfare
- 3.3. Arts, culture, heritage
- 3.4. Children and families
- 3.5. Community development
- 3.6. Criminal justice
- 3.7. Disability
- 3.8. Education and training
- 3.9. Employment
- 3.10. Environment
- 3.11. Equality, diversity and inclusion
- 3.12. Faith-based
- 3.13. Gender
- 3.14. Healthcare
- 3.15. Housing and homelessness
- 3.16. Human rights

- 3.17. *International development*
- 3.18. *LGBT+*
- 3.19. *Membership, network or umbrella body*
- 3.20. *Mental health*
- 3.21. *Policy and research*
- 3.22. *Poverty relief*
- 3.23. *Religion*
- 3.24. *Social welfare*
- 3.25. *Sports and recreation*
- 3.26. *Trusts and Foundations*
- 3.27. *Volunteer management*
- 3.28. *Youth*
- 3.29. *Other category*

4. *\*Type of Organisation (select one)*

- 4.1. *Charity*
- 4.2. *Community group / campaign*
- 4.3. *Community interest company (CIC)*
- 4.4. *Cooperative*
- 4.5. *Housing association*
- 4.6. *Mutual*
- 4.7. *Project worker e.g. self-employed / freelance practitioner*
- 4.8. *Social business*

- 4.9. *Social enterprise*
- 4.10. *Trust / foundation*
- 4.11. *Voluntary / community organisation*
- 4.12. *Not sure*
- 4.13. *Other (please specify)*

5. *\*Geographical operational area of your organisation/work (select all that apply)*

- 5.1. *Local*
- 5.2. *Regional*
- 5.3. *National*
- 5.4. *International*
- 5.5. *Not sure*

6. *\*Where do you carry out your main work activities? (We are only able to consider applicants working in Wales) (select all that apply)*

- 6.1. *North Wales*
- 6.2. *Mid Wales*
- 6.3. *South East Wales*
- 6.4. *South West Wales*
- 6.5. *Across the whole of Wales*
- 6.6. *Other (please specify)*

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

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

8.1. 1-5

8.2. 6-10

8.3. 11-20

8.4. 21-50

8.5. 51-100

8.6. 101+

8.7. None

8.8. Not sure

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

9.1. 0-5

9.2. 6-10

9.3. 11-20

9.4. 21-50

9.5. 51-100

9.6. 101+

9.7. Not sure

10. *\*What is the approximate annual turnover of your organisation? (select one)*

10.1. Under £50,000

10.2. £50,000 - £100,000

10.3. £100,000 - £250,000

10.4. £250,000 - £500,000

- 10.5. £500,000 - £1 million
- 10.6. £1 million - £2 million
- 10.7. £2 million - £5 million
- 10.8. £5 million - £30 million
- 10.9. £30+ million
- 10.10. Not sure

11. *\*Please provide a link to your organisation's website or social media links.  
Please state n/a, if not applicable.*

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

1. *\*Your Job Title*

2. *\*How long have you worked in your current role? (select one)*

- 1. 0-6 months
- 2. 6-12 months
- 3. 1-3 years
- 4. 3-5 years
- 5. 5-10 years
- 6. 10+ years
- 7. Not applicable

3. *Is your current role in*

- a. *paid capacity*
- b. *Non paid capacity*

4. *\*How long have you worked in the social sector? (By social sector we mean charities, social businesses, community interest companies as well as other social purpose organisations and individuals working for social change, (select one)*

1. 0-1 year
2. 1-3 years
3. 3-5 years
4. 5-10 years
5. 10+ years
6. Not applicable

5. *\*Please select your level of professional experience / total number of years in the workplace (paid or voluntary, including all sectors)*

- a. Entry level (0-1 year)
- b. Intermediate level (2-5 years)
- c. Mid-level (5-10 years)
- d. Senior level (10+ years)

6. *\*What is your current employment status? (select one)*

- a. Full-time employee
- b. Part-time employee
- c. Self-employed
- d. Freelance
- e. Other (please specify)

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

8. *How many people do you line manage (or similar)? (leave blank if not applicable)*



9. Please outline any relevant voluntary roles you are / have been involved in (e.g. volunteering, trusteeships, board membership) (max 100 words)

10. Please insert a link to your LinkedIn page (please leave blank if not applicable)

#### **Section 4: Leadership Information**

1. \*Why do you want to join this programme, and why is it the right time for you? (max 200 words)
2. \*What leadership skills would you most like to develop on this programme? (max 200 words)
3. \*What is the positive social impact you would like to make in your community, sector and/or society? (max 100 words)
4. \*What aspects (systemic/professional/personal) are limiting your capacity to deliver that impact? (max 100 words)

\*Please outline any steps that you will take in order to fully participate in the programme (Taking part in the programme would require you to spend time away from your work. Please outline any steps that you will take in order to fully participate in the programme, considering the needs of your organisation.) (max 200 words)

#### **Section 5: Other Information**

1. Do you have any additional learning needs?
2. Please let us know your preference for timing of sessions. The sessions are usually 2 or 3 hours (2 hour sessions in the evening)

Morning – 10:00- 12:00 or 13:00

Afternoon – 13:00 – 15:00 or 16:00

Evening – 19:00- 21:00

3. Please let us know if there are specific times of day to avoid for sessions
4. Please use this space for any additional information to support your application (max 200 words)

### **Section 6: Language Preferences**

1. \*Please indicate your preferred language (select one) (Programme sessions are predominantly delivered in English language. However, we aim to cater for Welsh-only speakers where possible.)

1.1. English

1.2. Welsh

2. \*For any peer work, would you prefer to be grouped with English or Welsh speakers? (select one)

2.1. English speakers

2.2. Welsh speakers

2.3. I don't mind

### **Section 7: Digital Skills**

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

1.1. Yes

1.2. No

1.3. Not sure

1.4.

2. 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

3. This programme will be partially delivered online and will require participants to be able to have a stable internet connection and attend live elements over Zoom. Do you have specific needs or comments in relation to this format? (max 100 words)

## **Section 8: Communication Preferences**

1. \*Would you like to sign up to receive the Clore Social newsletter? (By signing up to our mailing list, you agree to Clore Social Leadership sending updates and marketing information by email. You can change your mind at any time by clicking the unsubscribe link in the footer of any email you receive from us. We will not share your data with other parties. For more information see the [privacy policy](#)) (select one)

1.1. Yes please

1.2. No thank you

1.3. I'm already signed up

2. \*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

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

3.1. Clore Social Newsletter

3.2. Clore Social Website

3.3. Clore Social media

3.4. LinkedIn

3.5. X (formerly Twitter)

3.6. Facebook

3.7. Cwmpas Newsletter

3.8. Cwmpas Website

3.9. Cwmpas social media

3.10. LinkedIn

3.11. X (formerly Twitter)

3.12. Facebook

3.13. WCVA Newsletter

3.14. WCVA website?

3.15. WCVA social media

3.16. LinkedIn

- 3.17. X (formerly Twitter)
- 3.18. Facebook
- 3.19. Another newsletter (please state)
- 3.20. Another website (please state)
- 3.21. Another social media channel (please state)
- 3.22. Internet search
- 3.23. A contact or colleague

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

You do not have to answer any of the following questions. The information given below is used to provide a profile analysis of the applicants to this programme. The data will not be used as part of the moderation process. We aim to encourage greater diversity amongst leaders in the social sector – it is one of our core values. By answering the following questions, you help us to monitor how effective we are at this.

#### **1. Your age (select one)**

- 1.1. 15 - 19
- 1.2. 20 - 24
- 1.3. 25- 34
- 1.4. 35 - 44
- 1.5. 45 - 54
- 1.6. 55 – 64
- 1.7. 65 plus
- 1.8. Prefer not to say

2. 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

3. 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)

4. What is your gender? (select one)

4.1. Female

- 4.2. Male
- 4.3. Prefer not to say
- 4.4. Other

5. 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

6. 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)

7. Please select your ethnic background (select one)

- 7.1. White UK
- 7.2. White English
- 7.3. White Scottish
- 7.4. White Welsh
- 7.5. White Northern Irish

- 7.6. White Irish
- 7.7. White: Gypsy or Irish Traveller
- 7.8. White (other)
- 7.9. Mixed ethnic background
- 7.10. Asian UK
- 7.11. Asian Pakistani
- 7.12. Asian Bangladeshi
- 7.13. Asian Indian
- 7.14. Asian Chinese
- 7.15. Asian (other)
- 7.16. Black UK
- 7.17. Black African
- 7.18. Black Caribbean
- 7.19. Black (other)
- 7.20. Arab
- 7.21. Prefer not to say
- 7.22. Other ethnic background (please specify)

8. 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)

9. Please indicate your highest level of education completed:

- a. Secondary education (GCSEs or equivalent)
- b. A-levels or equivalent
- c. Vocational qualification (e.g., BTEC, NVQ)
- d. Bachelor's degree
- e. Master's degree
- f. Doctorate (Ph.D. or equivalent)

10. What type of school did you attend for the majority of your time between the ages of 11 - 16? In the UK, please select the most applicable option:

- a. State-run or state-funded school in the UK - Nonselective
- b. State-run or state-funded school in the UK - Selective on academic, faith, or other grounds
- c. Independent or fee-paying school in the UK - where I received a means-tested bursary covering 90% or more of the total cost of attending throughout my time there
- d. Independent or fee-paying school in the UK

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