**Institutional Sponsor Form**

Applicants to Future Professional Directors are asked to provide a note of support/endorsement from a primary institutional sponsor. Please find below guidance on useful elements to include and comment upon.

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| **Sponsor name**: **Title/job title**: **Email address**:  | **Institution**: **Participant name**:  |
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**Guidelines for completing the institutional sponsor form:**

* Confirmation of the applicant’s current role and the institution’s future expectations of them.
* Outline of the internal support the applicant will receive in terms of time for attendance at the programme (including action learning set meetings, and any related financial costs, e.g. travel).
* Recognition of opportunities to put the applicant’s learning into practice in the workplace, and time/support for the applicant to engage with the on-line elements of the programme (Challenge Group work) and associated activities.
* Other areas you might include:
* *How long you have known the applicant and in what capacity.*
* *Your view of their leadership potential which may include some of the following:*
	+ *Motivation and the willingness to take assessed risks and make choices;*
	+ *The applicant’s capacity to understand the environment outside their immediate surroundings or specialism;*
	+ *The applicant’s potential to enthuse and inspire those within and outside your organisation;*
	+ *The applicant’s ability to apply critical and creative thinking to problem solving and*

*confidence to take decisions;*

* + *The applicant’s capacity to reflect and learn, to think creatively and laterally;*
	+ *Effective communication skills demonstrated by the applicant;*
	+ *Integrity, openness and a willingness to embrace diversity.*

**Learning outcomes:**

* As part of our programme evaluation methodology, we are committed to creating the opportunity to explore participant learning outcomes for the programme from the perspective of the sponsor and the institution.
* To help enable this, we would like you to have a conversation with the applicant to agree individual, team and institutional learnings goals for their participation in the programme (one or two of each, please).
* For the purposes of review, we may come back to you for short comments at the end of the programme to consider more deeply the impact of their engagement with the course (linked mainly to these learning goals).

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| **Personal Learning Goal(s):**  |  |
| **Team Learning Goal(s):**  |  |
| **Institutional Learning Goal(s):**  |  |