

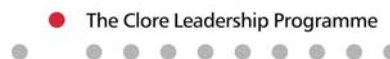
Funded by

Home Affairs Bureau

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Hong Kong Scholarship on the Clore Leadership Programme 2010/11

Application Guidelines

INTRODUCTION

With funding support from Home Affairs Bureau (HAB), the Hong Kong Arts Development Council (HKADC) in partnership with the Clore Leadership Programme (CLP) invites applications for the “Hong Kong Scholarship on the Clore Leadership Programme” in 2010/11, with an aim of nurturing emerging leaders in Hong Kong. The Scholarship support local arts managers with leadership potential to attend a programme of leadership development in the United Kingdom

CLORE LEADERSHIP PROGRAMME & CLORE LEADERSHIP SCHOLARSHIP

The Clore Leadership Programme recruits, each year, between 20 and 25 Fellows from the UK and Ireland, who are rigorously selected as being potential leaders within the field of arts and culture, and provides them with a year’s programme. The Programme is now in its sixth year, and has proved to be highly successful, both in attracting a wide range of outstanding participants, and in helping to transform their skills, experience, confidence, and leadership abilities. In addition to the Fellows, the Programme also selects a small number of international Scholars, who undertake a more concentrated programme, much of it alongside the UK Fellows. This Scholarship aims to benefit both the individual participant and the broader community of arts professionals in Hong Kong.

More information on the Clore Leadership Programme is available at the website <http://www.cloreleadership.org>

THE HONG KONG SCHOLARSHIP

The Hong Kong Scholarship (the Scholarship) will be open to outstanding and talented local candidates with leadership potential. The successful Scholar will engage with Fellows of the CLP in a programme of intensive leadership training and

secondment in the UK for a total period of up to 6-months on a full-time basis commencing September in the year of 2010/11 and ending July in the following year.

The Scholar(s) to be selected will stay in the UK for two substantial periods. The first period will be for 1-2 months in September / October 2010. The Scholar(s) will undertake a 2-week residential leadership course that runs from 13 to the 24 September 2010 in Kent and other professional development courses at Business Schools, Universities, or with other training providers as arranged by the CLP. The second period will be for about 3-4 months from April / May 2011 through to late July 2011. The Scholar(s) will undertake another intensive residential leadership course in Kent from 27 June to 7 July 2011 and professional development through mentoring, workshops and attendance at the Clore annual conference in London in early June 2011. In addition, the Scholar(s) will participate in a secondment to a UK cultural institution for at least 1 month, and other training and coaching opportunities.

The Scholarship will be awarded to exceptional individual(s) who demonstrate most or all of the following attributes:

- A passion for culture: the potential to enthuse and inspire those both within and outside their organisation and to gain the respect of the cultural sector;
- Proven Achievement: a strong professional track record in relevant field(s);
- Self-awareness: an ability to recognise the strength and gaps in their own experience, and identify clear personal objectives for the Scholarship;
- Motivation: a sense of purpose, self-motivated, proactive and able to work independently;
- Effective communication in writing, speaking and in groups: he/she must be competent and comfortable with technology, skilled in presentation and negotiation, and sensitive to others' interests;
- An enquiring mind: the capacity to reflect and learn, have interests beyond the individual's own current specialism and an awareness of the wider context;
- Sound judgment: an ability to analyse complex information, assess risk and make choices, and the confidence and courage to take decisions;
- A team player: an ability to motivate and develop others, to set high standards for oneself and others, to form, value and give inspiration to a team, to be hands-on and to delegate when appropriate;
- Flexibility: able to think laterally and creatively, innovate, solve problems and encourage change;
- Integrity: a person with a high standard of honesty, authenticity, humility and openness, and welcome diversity.

BURSARY

A bursary of up to £14,000 will be provided to cover the cost of the two return journeys to the UK; travel; accommodation and subsistence; and attendance at conferences and courses as part of their customised programme, whilst the Scholar is in the UK. In addition, the CLP will provide at no cost to the Scholar accommodation, tuition and meals at two fortnight long residential courses in Kent and access to a mentor who will be a senior figure in the cultural field in the UK.

Please note that as most of the arrangement will be made directly by the CLP, there will be little actual cash disbursement to the Hong Kong Scholar(s) who is/are selected.

ELIGIBILITY

- Applicants must have at least 5 years of paid work experience in the arts and cultural sector and demonstrate a strong commitment to the sector. Most Fellows and Scholars on the programme will have an average of 10 years experience. Save for exceptional circumstances, successful applicant(s) will be required to work in the arts and cultural sector for at least two years after completion of the programme;
- Applicants must be a permanent resident of Hong Kong at the time of applying for the programme and will return to Hong Kong at the end of the programme;
- Applicants must have an excellent command of spoken and written English;
- Applicants will be required to devote full-time to complete the programme during the periods they are in the UK;
- If the applicant is presently employed in the local arts and cultural industries and intends to remain in employment with the current employer during the study period, a supporting letter from the employer indicating the approval of the applicant to participate in the programme if selected is required;
- Applicants must fulfill any other language, health and immigration requirements applicable for study in the UK. The successful applicant(s) must be responsible for his/her own insurance and tax.

APPLICATION PROCEDURES

Every application must comprise:

- a completed Application Form;
- detailed statements of the following:
 - (i) a particular leadership challenge you have faced in your career and how you have addressed it (no more than 100 words)
 - (ii) why this is the right time for you to benefit from the Clore Leadership Programme and how the programme will help you achieve your long term aspirations in the arts and cultural sector (no more than 200 words)
 - (iii) in an increasingly globalised world what leadership attributes will be particularly important? (no more than 200 words)
- a structural diagram showing the staffing structure of your organisation, with your position highlighted (if currently working for an organisation);
- supporting materials of your professional achievement;
- letters of reference from TWO referees in SEALED envelopes under confidential cover,
- supporting letter from your present employer (if applicable); and
- relevant documentation to provide proof of identity in respect of the applicant's status as a permanent resident of Hong Kong.

Applications submitted in person must be deposited in the collection box at the HKADC, 14/F, East Warwick House, Taikoo Place, 979 King's Road, Hong Kong by **6:30pm on 26 March 2010 (Friday)**. Please mark "Application for the Hong Kong Scholarship of the Clore Leadership Programme" on the envelope. Applications submitted by post must be postmarked on or before the deadline. The ADC will not accept applications sent by fax or email.

Under no circumstances will late applications be considered.

UNDERTAKING

The selected applicant(s) will be required to sign an agreement that he/she will undertake to complete the Hong Kong Scholarship on the Clore Leadership Programme and comply with the requirements under the terms of the Scholarship. The selected applicant(s) will also undertake to take part in any sharing/promotional programme on arts administration that the HKADC may organise in future.

In addition Scholars will be required to:

- Participate in any monitoring and evaluation requested by the Clore Leadership Programme throughout the duration of the Programme.
- Refer to themselves as "Hong Kong Scholar on the Clore Leadership Programme" where appropriate.

NOTES

As application for the Scholarship is expected to be highly competitive, short-listed candidates will be required to attend a first round interview in person in the last week of April 2010, followed by a second round interview with the CLP representatives through teleconference in the first week of May 2010. The HKADC reserves the right to change the interview timetable without further public notice.

Applicants may consider their applications unsuccessful if they are not notified by the end of June 2010. For enquiries, please call Ms. Wu of the HKADC at **2820 1082**.

HKADC

January 2010

The HKADC reserves the right, in its absolute discretion, not to accept any Application submitted. The HKADC also reserves the right to amend and/or to supplement and/or to cancel the current invitation for applications and/or the details of the Scholarship as set out in the Application Guidelines at any time without further notice. The HKADC will not indemnify any losses or expenses that may be incurred by the Applicants in such situations or in responding to the invitation for application.