## **STEMM-CHANGE**

## **Changemaker Placement Programme**

## **Application Form**

*Please read the* [*Frequently Asked Questions*](https://www.stemm-change.co.uk/resources/) *before you submit your application.*

## **Criteria**

* ***Vocational relevance*.** You must demonstrate that the knowledge and skills you gain from the placement will assist in helping you successfully carry out your role and develop your career. The application form requires you to specifically identify these career-related gains.
* ***Support from line manager*.** It is important that you have support for the planned activity from your line manager who agrees that there is a career-related gain and is prepared, where appropriate, to ensure that you are given the time to attend the placement visit/s. The application form requires line manager input.
* ***Details of proposed activity***. In your application you must supply full details of the placement you’re looking to attend and the career-related gains you’re looking to achieve. This must include details of the cost of associated travel expenses.

## **Application**

Name:

University/Organisation:

School/Department/Faculty:

E-mail address:

Job Title:

## **Statements**:

* I understand that if awarded funds to support a placement, I will be required to complete a short report about the visit and my learning outcomes following my placement.
* I understand that I will provide an account of expenditure together with scanned copies of all relevant receipts as per the University of Nottingham Travel and Expenses Policy.

## **Your current role:**

|  |
| --- |
| Please provide up to 100 words on your current role: |

## **Changemaker Placement:**

Placements are available at the following Universities/Organisations:





If known - name of placement provider:

If not known - preferred placement locations (ranked):

1.

2.

3.

Dates and duration of placement:

|  |
| --- |
| Please provide up to 200 words on how participating in the Changemaker Placement Programme will benefit your career development and your role at the University: |

**Funding:**

Funding requested: (*please provide a breakdown of proposed expenditure, i.e. travel, accommodation, subsistence)*

## **Line Manager Approval**

**Name:**

**Job Title:**

**E-mail address:**

**Signature:**

Statement of support detailing how the proposed placement will support the applicant’s career development and confirmation that you agree to give the applicant time to attend the placement if successful in their application (up to 150 words):

**Please email this application form to** **STEMM-CHANGE@nottingham.ac.uk** **by 5pm on 2 March 2020**

Your application will be reviewed by the Changemaker team and outcomes communicated to you by the end of March 2020.

We’d like to hear from you about your thoughts and feedback on this opportunity. [A voluntary and very short 2-minute pre-placement survey is available for you now to complete](https://nottingham.onlinesurveys.ac.uk/changemaker-programme-pre-placement-survey), to help us understand your opinions and reasons for applying to the Changemaker Programme.

**For more information, you can speak to your Changemaker point of contact:**

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