**FA UNIVERSITY WOMEN’S LEADERSHIP PROGRAMME**

Recruitment Information pack

**Deadline for Submission: Tuesday 10am 7 May 2024** if you have any questions, please contact the FA WLP staff ([fawlp@bucs.org.uk](mailto:fawlp@bucs.org.uk)).

Please read the Programme Overview and Criteria below before completing the nomination form.

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| **Programme Overview**  British Universities and Colleges Sport (BUCS), in partnership with the Football Association (FA) are delighted to share the FA University Women’s Leadership Programme. Students identifying as female or non-binary from across BUCS Accredited Football Universities have the opportunity to apply to be part of the programme for the 2024/25 academic year.  Based on FA commissioned research into the key behaviours that align to high performance in roles and/or increased chances of employability; the programme aims to support those with aspirations to work within the game, to be competitive when they enter the job market. Seeking to bridge the gap between who the students are, and what they are capable of, through experiential and applied learning experiences. Students will have the opportunity to develop their skills, behaviours, confidence and professional network, as well as be supported in defining their career goals & ambitions by exploring and understanding the diverse opportunities that exist in football.  Students will have three multi-day and a single day touch points across a twelve-month period, including a minimum of two residential stays. The programme will feature both theoretical and applied learning experiences, with students being placed in ‘real life’ simulated tasks. As you would expect there are a limited number of places available and this opportunity will not be right for everyone. Please ensure those who are applying have considered their motivation for wanting to take part and can truly commit to attend all dates in different geographical locations.  **Key Dates:**   * April 2024 – Applications Open * 7 May 2024 – Closing Date for Applications * May 2024 – Successful Applicants Notified of Offer of Place on Programme * 11 – 13 October 2024 - Residential 1 * 21 - 22 February 2025 - Residential 2 * 13 – 14 June 2025 – Residential 3 * July 2025 – Final Touch Point Date TBC   *All forms required for the application can be found at the bottom of this pack with a link to them on our website.*  We will be running two drop in calls during the application window to support with any questions related to the programme and the application process. These will take place on the following dates:   * April 22nd 5.30pm - [LINK](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGQ3MjMwNDUtOWRlNS00MDJmLWJiZDQtNWY3NzQzN2Y0MDRh%40thread.v2/0?context=%7b%22Tid%22%3a%229ccc4dac-cab9-425d-bbf5-a0318a35280d%22%2c%22Oid%22%3a%22dba09796-c195-4192-ab3c-8d5b147a156f%22%7d) * 24th April 1pm - [LINK](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTU4MzlhYWEtMTc3Zi00MzdkLWFkYjYtMWViMDcwOTYzOWJh%40thread.v2/0?context=%7b%22Tid%22%3a%229ccc4dac-cab9-425d-bbf5-a0318a35280d%22%2c%22Oid%22%3a%22dba09796-c195-4192-ab3c-8d5b147a156f%22%7d)   If you would like to attend one of the calls please contact [fawlp@bucs.org.uk](mailto:fawlp@bucs.org.uk) and we will send you an invite link.  **Application Process:**  As there are a limited number of places available and the fact that the programme will require commitment, it is crucial that both the student and their University meet the criteria outlined below.  In order to apply, all applicants will need to:   * Meet all elements of the eligibility criteria (please see below). * Submit a 3-minute application video (see questions and format below). * Submit a ‘Written Supporting Statement’ from their Academic School (please see detail on form). * Submit a ‘Written Supporting Statement’ from an eligible Sponsor (Sponsor eligibility criteria below, detail on what the statement should contain on the form). * (Elite Athletes Only) Submit an ‘Elite Athlete Written Supporting Statement’ (NB. – Elite game day/training commitments will not be an adequate excuse to miss programme dates, so it is important all stakeholders are in support of the application) * Submit a short candidate details form via the BUCS website   Only applicants that complete the application process by the closing date and time will be considered for this unique opportunity.  BUCS and the FA are committed to diversity and inclusion and encourage applications from all ethnic communities as well as, or including, people from historically underrepresented groups who face barriers to participation and engagement.  You can find the link to all required supporting documents and the submission link [here](https://www.bucs.org.uk/get-involved/football-development/women-s-leadership-programme-applications.html).  A link to your supporting video will need to be included in your application form. We suggest using WeTransfer, or other large file sharing application, that will allow us to download your supporting video using the link that you provide.  If you have any difficulty with this, please send your video link directly to [fawlp@bucs.org.uk](mailto:fawlp@bucs.org.uk). Please label your video and email clearly so that we can identify what application it is linked to.  **Programme Fee:**  There is a standalone programme fee of £300 that is payable prior to Residential 1. |

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| **Individual Criteria**  To be eligible to participate students need to meet/agree to the criteria below:   * Identify as female or non-binary * Currently a student currently undertaking full or part-time study at an English BUCS member Higher Education Institution which meets the ‘Institution Criteria’ below. (NB – This institution must commit to being a BUCS Football Accredited Institution prior to August 2024. BUCS will cross reference this and contact relevant institutions after applications close.) * Graduating after May 2025 * Be able to attend all programme dates without exception. * Aspire to work in a role that supports the Women’s and Girls’ game. * Currently be supporting football/futsal (e.g., Volunteer, Activator, Coach, Referee, Youth Council, Women’s Football or Futsal President or Committee Member, Marketing and Communications Officer, Welfare Officer Etc.). This can be within an institution or the community. * Have a passion and commitment to making an impact within the Women’s and Girls’ game and be able to demonstrate that they are a role model to others. * Have the full support of their sponsor & academic school to participate in the FA University Women’s Leadership Programme. * Be committed to investing in their Personal & Professional Development. |

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| **Sponsor Criteria**  Applicants can be sponsored by an eligible HE Institution or an eligible FA Partner. Eligibility criteria for Institution & FA Partner Sponsors can be found below. We strongly encourage all Sponsors to read the terms & conditions outlined in this document before supporting the application.  Higher Education Institution Sponsors must:   * Be a BUCS Accredited Football Institution for 2024/25, able to demonstrate a commitment and investment to the Women and Girls’ Game (Please note you do not have to meet this criterion until your participant has been offered a place on the programme). * Commit to ensuring the student nominee attends all events as part of the FA University Women’s Leadership Programme. * Identify a lead staff member for the applicant who will be the contact for application as well as throughout the participant’s time on the programme. * Have a discussion with their applicant to confirm:   + Who will pay the programme fee of £300.   + How (between the sponsor & the participant) you will ensure the applicant can attend all residentials (ie. Payment of travel expenses to and from events).   FA Partner Sponsors must:   * Be one of the following:  |  |  | | --- | --- | | FA National Delivery Partner:   * Football Foundation * Sport England | FA Educational Delivery Partner:   * AoC Sport * ESFA * ISFA * YST | | FA Disability Delivery Partner:   * Activity Alliance * CPSport * The WFA | FA Inclusion Delivery Partner:   * Amnesty International * Football Beyond Borders * Kick It Out * Twinning Project | | FA Delivery Partner:   * County FA * County FA Youth Council * Charter Standard Club * Charter Standard League * English Football League Trust * Premier League Charitable Foundation * Women in Football. | *Nominations from other organisations working within football will be considered on a case-by-case basis – please contact Maddie Massey for a discussion on this* ***before*** *submitting an application if your organisation does not appear on this list.* |  * Commit to ensuring the student nominee attends all events as part of the FA University Women’s Leadership Programme. * Identify a lead staff member for the applicant who will be the contact for application as well as throughout the participant’s time on the programme. * Have a discussion with their applicant to confirm:   + Who will pay the programme fee of £300.   + How (between the sponsor & the participant) you will ensure the applicant can attend all residentials (ie. Payment of travel expenses to and from events). |

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| **Programme Terms & Conditions**   * All residentials must be attended. BUCS reserve the right to remove a participant from the programme should dates be missed. The programme fee is non-refundable. * The programme fee must be paid prior to Residential 1. BUCS will communicate an exact deadline to successful applicants in May. * It is up to the student & sponsor to agree independently of BUCS how travel to residentials will be funded (NB – Not being able to afford travel will not be an adequate excuse to miss programme dates, if finance is a concern, applicants are urged to contact BUCS at point of application.) Overnight stays & subsistence during the residential themselves will be covered by BUCS. * Participants must have written support from their Academic School, confirming they will be released from studies to attend programme dates. * Elite Athletes must complete and submit the additional form to evidence that their club support their application and will make them available for the dates (NB. – Elite games will not be an adequate excuse to miss programme dates). * If successful in securing a place on the FA WLP for the 2024/25 cohort, a participant should note that they are not eligible for a role on FA National Youth Council or the FA Leadership Academy during the 2024/25 season. |

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| **Supporting Video (Bringing your application to life)** |
| Please create a three-minute video to support your application for the FA University Women’s Leadership Programme. This can be done on any hand-held device or free-standing camera.  Areas to cover:   * Why you are applying to be part of the programme? * What value will you bring to the group/programme? * Why are you passionate and committed to making an impact within Women’s and Girls’ Football? * What are your future aspiration/goals in terms of working/volunteering in a role that supports the Women’s and Girls’ game? * How are you currently supporting the game (e.g. Women’s Football or Futsal President or Committee Member, Volunteer, Activator, Coach, Referee, Youth Council, Marketing and Communications Officer, Welfare Officer Etc.)? * Have you attended a BUCS Club Committee Leaders or Activators Day?   Please ensure videos are in an **mp4 format** that can be viewed on a Windows laptop or computer.  There are a limited number of places available so consider how you can make yourself stand out when completing both your application and video. |

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| **Application Forms to be included in submission** [**(forms can be found here)**](https://www.bucs.org.uk/get-involved/football-development/women-s-leadership-programme-applications.html) |
| * Academic Supporting Statement form * Sponsor Supporting Statement form * Elite Athlete Supporting Statement form |

**Please submit all forms via the website application found** [**here**](https://www.bucs.org.uk/get-involved/football-development/women-s-leadership-programme-applications.html)**. Please submit your supporting video via email to** [**fawlp@bucs.org.uk**](mailto:fawlp@bucs.org.uk) **and send via WeTransfer to ensure that we can download it. Please use your name in the video description and email title.**

**Deadline for Submission: Tuesday 10am 7 May 2024** If you have any questions, please contact FA WLP staff ([fawlp@bucs.org.uk](mailto:fawlp@bucs.org.uk)). Late applications will not be considered.