

# T Level Leadership Mentoring Programme

## Application Form Preview and Guide

1. When you access the landing page for the T Level Leadership Mentoring Programme application form, you should read all the information carefully before starting your application. You will then need to register or log in to access the application form.


2. You will be asked to select your organisation from the drop-down menu. Please only enter manually if your organisation is not in the list. We will use your answer to check that you are from an eligible provider.

### T Level Leadership Mentoring Programme

Please note: Applications for the Autumn 2023 cohort of the programme are now open. Applications made after 31 August 2023 will be held and considered for the Spring 2024 cohort.

[YOUR DETAILS](#) [BACKGROUND](#) [COACHING AND MENTORING](#) [AIMS AND OBJECTIVES](#) [LINE MANAGER DETAILS](#) [FINANCE DETAILS](#) [REVIEW](#)

#### YOUR DETAILS

Education establishment \* 

☒ Look for an existing education establishment

☐ Enter education establishment details manually

Education establishment

Save and next page

3. Next you will be asked what year you started/will start delivering T Levels. If your organisation started other T Levels but your T Level hasn't started yet, give the year for YOUR start.

#### BACKGROUND

Which year did/will you begin delivering T Levels? \*

☐ 2020

☐ 2021

☐ 2022

☐ 2023

☐ 2024

☐ 2025

☐ Other

Back

Save and next page

4. This section asks you to select all the T Level subjects you are involved with, and the sorts of responsibilities you have in your T Level role.

You then need to give your preference days and times for mentor meetings. Give as much flexibility as possible. Please note that preferences cannot be guaranteed, and remission funding can be used for cover if needed.

### COACHING AND MENTORING

Which T Levels are/will you be involved in delivering? Please select all that apply \*

Select Some Options

Which areas of T Level delivery are/will you be directly involved with? \*

- ☐ Curriculum planning
- ☐ Assessment planning
- ☐ Teaching
- ☐ Timetabling
- ☐ Placements
- ☐ Recruitment
- ☐ Learning Support
- ☐ Advice and Guidance
- ☐ Line management of others
- ☐ Other

Which days of the week are most convenient for you to attend mentor sessions? (please give as much flexibility as possible) ?

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday

Do you have any preferred times of day? (please give as much flexibility as possible) ?

5. This section is the most important to spend time on and you should answer the questions fully. Address the bullet points with 100-150 words each.

If you do not answer the questions or only write a few sentences, the selection panel will not have enough information to assess and rank your application. This section helps us work out if the programme is right for you.

### AIMS AND OBJECTIVES

In order for the selection panel to accurately assess your application and understand your needs, **please give your key aims and objectives in as much detail as possible by answering the following questions fully:** \*

- how/why you feel that a coaching and mentoring based relationship will help you;
- why discussing your ideas, thoughts and plans with a mentor is important to you;
- what T Level leadership challenges you are facing/might face
- your personal development and leadership goals.

It is important that you are clear and honest, and provide as much detail as possible to help inform the selection process.

A rough guide would be around 100-150 words per bullet point.

Do:

- Follow the bullet points
- Tell us what you're concerned or worried about regarding T Levels and your wider role
- Tell us about you as a person, and as a leader, either currently or in an aspirational context

Don't:

- Simply state that you want support or help
- List specific questions you want factual answers to
- Write one sentence answers

6. This section asks you to provide your line manager details so they can approve your application. Ensure you give an organisational email address.

LINE MANAGER DETAILS

As part of the approval process, we will ask your line manager to approve your application. Please do not enter your own details here, only your line manager's.

First name \*

Last name \*

Job Title \*

Email \*

Phone Number \*

Back

Save and next page

7. This section asks you to provide finance contact details for your organisation, so remission funding can be paid to them when you complete the programme. A general finance email is acceptable; simply put N/A for the name fields.

FINANCE DETAILS

In order to pay remission for your placement, we require your finance contact details. Please ensure this is a finance department contact and do not replicate line manager details here. A specific contact or general finance inbox is acceptable. If using a general finance inbox, you can enter N/A in the First Name and Last Name boxes. Once you have completed the programme, ETF will send the contact you list here a request to invoice for remission funding.

First name \*

Last name \*

Email \*

Phone Number \*

Back

Save and next page

8. You will then be shown a final screen with the opportunity to review your application and edit any sections before pressing Submit. Your line manager will get an automated request for approval. Please note you will not hear an outcome until after the closing date for applications, as the process is selective rather than first-come-first served.