

FLIER Programme application guidelines

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1. Introduction

The Academy of Medical Sciences is pioneering a unique programme to **develop leaders of the future** who can **create collaborations** across academia, industry, the NHS and government to drive innovation across the life sciences sector.

The two-year FLIER Programme will be delivered in partnership with Cirrus, bespoke talent, leadership and engagement specialists. The programme will bring together cohorts of emerging leaders drawn from across academia, industry, the NHS and government/policy organisations and will include:

- Residential and one-day meetings to expose candidates to current **national and international leaders** across the wider scientific and health ecosystem
- Face-to-face and virtual **workshops**
- Regular **tailored coaching sessions** from professionals at the forefront of leadership development
- **Mentorship** from a research leader
- Bespoke **financial** management training
- Cross-sector **immersion experiences** with an array of other organisations.
- The second year will involve a **cross-sector project**. This will be an opportunity to apply acquired strategic and higher-level operational skills to a work-based project while being supported by colleagues, a coach and a mentor.

2. Who can apply

FLIER is aimed at individuals in the middle of their career, established within their own sector, with the seniority to **effect organisational change** and **undertake a cross-sector project** currently or in the near future.

Participants will have an **emerging vision** of how cross-sector working and collaboration could help maximise opportunities and solve the future challenges of research and healthcare. They will be looking to explore and shape their vision in dialogue with colleagues across sectors.

We are looking for key characteristics including **motivation, vision** and **potential** to make a difference and lead change across the sectors, **learning agility**, and **creative, innovative** and **radical** thinking.

Participants will be active in the **research endeavour of the organisation in which they are working** and will therefore have a **wide range of outputs** depending on the setting. Participants may have portfolio careers, but even if they are not spending all their time on research, we would expect this to be a key element of their role.

We are pleased that for the first round of applications, 43% were from women, and 8 of the 17 participants taking part are women. The Academy is committed to working towards diversity and equality of opportunity and for the second round of applications we actively encourage applications from Black, Asian and Minority Ethnic (BAME) candidates and candidates with disabilities.

You can find out more about the participants taking part in FLIER round 1 [here](#).

3. Commitment required

Participants are expected to participate fully in the programme including attendance at all workshops, coaching sessions, action-learning sets, immersion experiences in cross sector organisations and participation in webinars as part of the Thought Leaders series. This will require 15 days out of the office in the first year.

Participants will also be expected to contribute to the online platform Strata by taking part in discussions, posting material and accessing the administration information for FLIER.

The second year will be devoted to undertaking a work-based cross-sector project, with the support of the Academy and Cirrus. Participants will also be encouraged to select an Academy mentor to support their progress in the second year.

Applicants must be available for interactive workshops on the following dates:

- 4-5 February 2020 – 2 day launch event at the Academy of Medical Sciences in London.
- 21-22 April 2020 – 2 day workshop in Birmingham.
- 9-11 June 2020 – 3 day workshop in Edinburgh.

Further workshops over the two years will be scheduled nearer the time of delivery.

4. Cost

Places on this pilot round will be subsidised for all participants, through a generous pledge from the Dennis and Mireille Gillings Foundation and funding from the Department of Business Energy and Industrial Strategy.

Employers will be asked to provide a contribution of £5k+VAT towards the two year programme.

A small number of bursaries are available, please contact the Academy office for further information: Dr Rachel Macdonald, Head of Programmes, 0203 141 3232 or rachel.macdonald@acmedsci.ac.uk. If you would like to be considered for a bursary, please indicate this in the employer declaration section of the application form and write a short justification statement.

5. Selection process

Participants will be selected by a competitive process:

- Completion of an online application form, including submission of a short video clip.
- Review of the application forms and videos to shortlist for interview.
- Shortlisted candidates will be asked to complete a short psychometric assessment, to inform the interview panel's questions. Personal feedback on psychometric assessment from qualified coaches will be offered following interviews.
- Interview of shortlisted candidates.

Interviews are to be held in London on the following dates, please do keep these dates free. If shortlisted to interview we will contact you to confirm which date you attend.

- 23 October 2019
- 24 October 2019
- 29 October 2019
- 30 October 2019

Notification of decisions regarding FLIER applications will be made in early November 2019. Successful applicants will be asked to complete a full psychometric assessment to inform the first leadership training workshop.

6. Key dates

Date	
11 July 2019	Applications open.
19 September 2019	Applications close.
9 October 2019	Notification of application outcome, shortlisted applicants invited to interview.
10-17 October 2019	Interview candidates to complete initial psychometric testing.
23 October 2019 24 October 2019 29 October 2019 30 October 2019	Interview dates (to be held in London).
Early November 2019	Notification of outcome to interviewed candidates.
December 2019 - January 2020	FLIER participants to complete full psychometric testing profile and have feedback call with a coach.
4-5 February 2020	Launch of activities with two-day residential workshop in London.
21-22 April 2020	Two-day residential workshop in Birmingham.
9-11 June 2020	Three-day residential workshop in Edinburgh.
July-November 2020	3x one-day immersion events to be scheduled and 1x three-day immersion experience to be scheduled depending on participants' requirements.
December 2020	One year celebration workshop (two days, in London).
December 2021	Final workshop and celebration.

7. Accommodation, travel and childcare

Accommodation will be organised for each residential workshop, participants are expected to organise and fund their own travel.

Childcare support, when additional care is required above normal provision, will be available up to £50 per child per day during the workshops. Participants will be able to claim childcare support by completing a form and providing appropriate receipts to the Academy.

8. Monitoring and evaluation

Feedback from participants will help us to assess the impact of the FLIER Programme and inform future developments.

We expect participants to maintain contact with the Academy and Cirrus, to complete monitoring surveys after each workshop and other activities using the online portal or other means as appropriate.

The Academy will be appointing an external independent evaluator at the beginning of the programme and requests that all participants engage as required.

Participants may also be approached to contribute to case studies by the Academy and the evaluator.

9. Governance

The programme will be overseen by a Taskforce, chaired by Professor Martin Humphries FMedSci, Professor of Biochemistry at the University of Manchester.

The role of the Taskforce is to advise the Academy on the development of the FLIER Programme, oversee the application process, advise on further iterations and oversee the evaluation of the programme.

Further details of the Taskforce and their role in the programme development can be found on our [website](#).

10. Guidance notes for completing the application form

Please complete and submit your online application form by **5pm on Thursday 19 September 2019** through our Flexi-Grant portal: <https://acmedsci.flexigrant.com/>. If you have not used Flexi-Grant before, you will need to register and create a new user account.

This section guides you through completing the online application form for the FLIER Programme. Some notes on completing the form are integrated into the form itself.

Invite 'Participants' for your employer to sign the form

Please use the 'Participants' tab on the summary page to invite a representative from your organisation, they need to sign the form confirming they are able to pay the employer contribution before you can submit the application. Further details about completing this section are below in section 6. Approvals and declarations.

Save and resume

Once you have started a section, you can click save at the bottom and log out of Flexi-Grant; your responses in that section will be saved. To return to your application log in to <https://acmedsci.flexigrant.com/>, click on 'my account' in the top right corner, and select 'my applications' to resume.

Submitting your application

When you have completed all sections of the application form, and your employer has completed theirs, a 'Submit application' button will become available at the bottom of this summary page that you need to click to finalise the application.

Once your application has been submitted, you will be able to view your application and its current status but you will not be able to modify it, you can also download your form as a PDF at any point to keep for your records.

Word limits

Please note that the answers for certain questions have a maximum word limit. If text exceeding this length is pasted into the space provided, the passage will be truncated accordingly.

Each applicant should provide the following:

1. Personal Information

Your name and contact details will be pulled through from your user account, please check they are correct.

Please add your current primary employment details. You can list here any other organisations with whom you may also hold a contract for work (optional).

If your organisation is not on the list please contact us by calling 0203 141 3237 or emailing FLIER@acmedsci.ac.uk and we will add it.

You can provide your ORCID ID (Open Researcher and Contributor identifier; orcid.org) if you have one. ORCID is an open, non-profit effort to create and maintain a registry of unique researcher identifiers and a transparent method of linking research activities and outputs to these identifiers. The ORCID Registry is available free of charge to researchers, who may obtain an ORCID ID, manage their record of activities, and search for others in the Registry.

Complete a short summary (250 words max) of the main responsibilities in your current role (including any team, matrix or project leadership responsibilities, direct line management, reporting responsibilities, financial responsibilities).

Select which one of the four options best represents the sector you are primarily employed in. The options include:

- Academia (including universities and research institutions),
- The NHS,
- Industry (including pharma, biotech, medtech and others related to life sciences),
- Government/public bodies, policy organisations and the charitable sector

We also ask you to identify whether you are clinically qualified (medical, dental or veterinary) and whether you are still clinically active. The cohort will be selected to ensure representation across different sectors and a combination of clinical and non-clinical research backgrounds.

2. Relevant experience

Upload a **2 page CV** (in PDF format) summarising your education, past employment and main responsibilities, major relevant research outputs, contributions and achievements.

These may include for example:

- key publications and/or reports
- patents
- funding awards
- personal prizes and awards
- spin-offs
- commercialisation of products
- influence on policy and/or regulations
- public and patient engagement

3. Motivation to apply

Please answer these questions as succinctly as possible. This is an opportunity for you to give us some more details on your motivation for applying, relevant experience and evidence of emerging leadership.

- **Why you are applying for the FLIER Programme:**

- What is your vision for the Life Sciences sector and how do you see your career fitting into it? (250 words max)
- What would you hope to achieve through taking part? (250 words max)
- What is currently limiting your career, and how could this programme help you? (250 words max)
- **Any experience you have of managing or leading a team:** Either as a team leader or in a matrix team. (250 words max)
- **Any experience you have of leading or taking part in collaborations:** Within and outside of your organisation. Briefly outline your views on the main ingredients for successful collaborations using examples from your own career. (250 words max)

4. Cross-sector project

Please submit a link to a **3 minute (max) video clip** addressing the following areas:

- **Give an idea of a cross-sector project you would like to carry out as part of the FLIER Programme and how it would bring about change.**
- **Outline your view on how collaboration across sectors will be needed to address health challenges and where your project idea fits into the bigger picture.**

The video can be a simple, talking-head view of you presenting your ideas or interpreted in another way. Do make sure that you discuss both points above clearly and concisely.

We recommend that you upload your video on a private YouTube channel, or similar hosting site, and copy the link into the application form. To do this, you can create a YouTube account for free, click 'create a video or post' in the top right corner and select 'upload a video'. Create a channel and upload your video file. Once you click 'publish', you can change the video from 'public' to 'unlisted', meaning that it can only be found via the link and not searchable on YouTube.

Please write a title that summarises your project idea.

The project idea discussed in your application form is not required to be the project undertaken as part of the programme if your application is successful. We expect your idea to grow or change through discussions during the first year of the FLIER Programme.

5. Financial management experience

This section aims to gauge your experience and knowledge of financial management in general and within your organisation. Financial management has been identified in our scoping work to be an area where some participants may need more training than others. We will offer additional general training for those selected for the programme who feel that they would benefit this.

6. Approvals and declarations

Applicant Declaration:

In order to submit your application, you need to tick the box to agree with the declaration statement, thereby confirming the validity of the application. Information that you have supplied within this application will be used to process your application and for the purposes of any audit and/or evaluation. Please read the undertakings on this page carefully and ensure that you fully understand the obligations you are making before signing the declaration.

Monitoring and marketing feedback:

On this page we request monitoring and marketing information. Please note that monitoring information will **not** be used in the application review process; it is **not** provided to Interview Panel members. We request this information to monitor the Academy's activities with respect to the beneficiaries of proposals and awards, and the gender, ethnic origin and disability status of applicants will be kept anonymous. Marketing information is requested to help us monitor the effectiveness of our marketing activities. This information is also not used in the application review process.

Employer Declaration:

Instructions for applicants

Please use the 'Participants' tab on the summary page to invite a representative from your organisation by email, they need to complete the form confirming they are able to pay the employer contribution. They can also apply for a bursary to cover the employer contribution in this section.

They will not be able to see your answers in the previous sections, and you will not be able to see their answers in this section. We strongly recommend you contact them yourself before inviting them through the system, to ensure they don't miss the email invitation. You will receive an email once they have completed this section, you can then submit your application as described above.

Instructions for employers

Please follow the link in your invitation email, this will be sent by [no-reply@flexigrant.com](mailto:reply@flexigrant.com) with the title 'FLIER Round 2 – Request for Declaration'. If you are not able to sign off this application by the deadline date or are not the right person, please decline the request and the applicant will be able to assign someone else. If you have not used Flexi-Grant before, you will need to register and create a new user account.

The applicant will not be able to see your answers in this section, and you will not be able to see their answers in the previous sections. You can download your answers as a PDF to keep for your records.

In order to submit your application, you need to tick the box to agree with the declaration statement, thereby confirming the validity of the application. Information that you have supplied within this application will be used to process your application and for the purposes of any audit and/or evaluation. Please read the undertakings on

this page carefully and ensure that you fully understand the obligations you are making before signing the declaration.

If you have any questions about the application, please contact the Academy's team on 020 3141 3237, or email us at FLIER@acmedsci.ac.uk.

The Academy of Medical Sciences

The Academy of Medical Sciences promotes advances in medical science and campaigns to ensure these are converted into healthcare benefits for society. Our Fellows are the UK's leading medical scientists from hospitals and general practice, academia, industry and the public service. The Academy seeks to play a pivotal role in determining the future of medical science in the UK, and the benefits that society will enjoy in years to come. We champion the UK's strengths in medical science, promote careers and capacity building, encourage the implementation of new ideas and solutions – often through novel partnerships – and help to remove barriers to progress.

More information about the Academy is available at our website: acmedsci.ac.uk