

## FLIER Programme application form sample

---

Please complete and submit your online application form by **5pm on Thursday 19 September 2019** through our Flexi-Grant portal: <https://acmedsci.flexigrant.com/>.

FLIER is 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.

Before completing your application, please read the **FLIER Programme application guidelines** and **Programmes Privacy Policy**.

Key dates:

- The programme opens for applications on 11 July 2019 and **will close at 5pm on Thursday 19 September 2019**.
- You will receive the outcome of your application on 9 October 2019.
- Interview dates for shortlisted applicants will be offered on 23 October 2019, 24 October 2019, 29 October 2019, 30 October 2019, please keep these dates free.
- You must be available for the interactive workshops taking place on 4-5 February 2020, 21-22 April 2020 and 9-11 June 2020.

If you have any questions please contact the Academy team on 020 3141 3237 or [FLIER@acmedsci.ac.uk](mailto:FLIER@acmedsci.ac.uk).

### **1. Personal information**

#### **Contact details**

You must add 1 contact with a full name, complete address, phone number and email specified.

#### **Current employer details**

Please add the organisation you are currently employed by, which should be paying the employer contribution for taking part in the programme. Select this as the lead organisation. You can also add any other organisation that you currently hold contracts with.

**Title of current position at lead organisation**

**Department you work in at lead organisation**

**Start date of current employment at lead organisation**

**End date of current employment at lead organisation**

**Title of current position at other organisation(s)**

**ORCID iD**

**Summary of your current job responsibilities** (250 words max)

**Please select which part of the life sciences sector you currently primarily work in:**

- Academia
- The NHS
- Industry (including pharma, biotech, medtech and others)
- Government/public and charitable sector

**Are you trained in medical, dental or veterinary medicine?**

- Yes
- No

*If yes:*

**Are you currently clinically active?**

- Yes
- No

## **2. Relevant experience – CV upload**

Please upload a two-page CV covering education, past employment, major relevant contributions and achievements, such as key publications and patents, funding awards, prizes and awards, patents, spin-offs, commercialisation of products, evidence of impact, etc.

## **3. Motivation to apply**

**Please outline 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)

**Please outline any experience you have of managing or leading a team**

(250 words max)

Either as a team leader or in a matrix team for example.

**Please outline any experience you have of leading or taking part in collaborations**

(250 words max)

Within and outside of your organisation. Briefly outline your views on the main ingredients for successful collaborations using examples from your own career.

#### **4. Cross-sector project – video upload**

**Please submit a three minute (max) video clip addressing the following points:**

- Outline your idea for a cross-sector work-based project that 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.

**Please write a title that summarises your project idea**

**Enter a link to view your video online here**

#### **5. Financial management experience**

We would like to know what level of proficiency you feel you have in financial management. We are planning to offer bespoke training to those with less experience in this area during the programme if needed.

- No experience
- Some experience of managing (setting, forecasting, controlling) project and team budgets
- Extensive experience of financial management within organisation

#### **6. Applicant declaration**

##### **Data protection statement**

When you make an application to participate in the FLIER Programme, you will provide certain personal information to the Academy of Medical Sciences (the "Academy"). This will be stored by or on behalf of the Academy, in accordance with the General Data Protection Regulation and the Data Protection Act 2018.

The Academy will use your personal information in order to process the application for the FLIER Programme and to manage and administer the programme should the application be successful.

The FLIER Programme is administered by the Academy and the Academy is working with Cirrus Connect Ltd to deliver the programme. Cirrus will provide certain services to the Academy and will act as our processor in some instances in connection with these purposes. Cirrus may also act as a controller in relation to the programme because it exercises discretion in terms of the way that it delivers elements of the programme. For details of how Cirrus will use your personal information, please see: <http://cirrus-connect.com/privacy-cookies-policy/>

For further information about the personal information the Academy holds about you, how the Academy uses it, who it is shared with and what your rights are in relation to your personal information, please see the Programmes privacy notice which can be found here: <https://acmedsci.ac.uk/privacy-policy>

Undertakings

1) I confirm that I have read the Data Protection statement above which sets out how the Academy uses my personal information.

- 2) To the best of my knowledge the information provided in this application is accurate and complete.
- 3) I confirm that I will be able to take time out of my current position as required to take part in all the programme components including workshops, immersion days, coaching, action learning sets, mentoring, cross-sector project and other networking opportunities.
- 4) I am aware that the contribution of £5,000 (ex VAT) towards the costs of the programme will be invoiced to successful applicants' employers, to be paid before the launch event, unless a bursary is awarded.

If you agree with the above undertakings, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.

## **7. Monitoring and marketing feedback**

### **Monitoring information**

The Academy of Medical Sciences accepts its responsibilities to reflect the communities in which it works. We are therefore committed to a policy of Equal Opportunities and applications are welcome regardless of gender, marital status, sexual orientation, age, disability, ethnic origin, or religious belief.

We request this information to monitor the Academy's activities with respect to the beneficiaries of proposals and awards, and applicants. It is not used in the application review process: **it will not be provided to interviewers.** (By providing this information, you are agreeing to us holding this information, under current data protection legislation, and will be helping us to monitor our practice).

**What is your age?**

**What best describes your gender?**

**Is your gender identity the same as the sex you were assigned at birth?**

**What is your nationality?**

**Which of the following best describes your ethnic group?**

**What best describes your sexual orientation?**

**Do you regard yourself as having a disability?**

### **Marketing feedback information**

We are requesting this information to help us monitor the effectiveness of our marketing activities. This information is not used in the application review process.

**How did you first hear about the FLIER Programme?**

- Academy newsletter
- Academy social media account
- Academy website

- Word of mouth
- Other

**Where do you normally find out about career development support?**

**Would you like to receive the Academy's bi-monthly email newsletter?**

- Yes
- No

**The applicant must invite a representative from their organisation to complete the final section:**

**8. Employer declaration**

**Data protection statement**

The personal information supplied to the Academy of Medical Sciences (the "Academy") in connection with the application and supporting letters will be stored by or on behalf of the Academy, in accordance with the General Data Protection Regulation and the Data Protection Act 2018.

The Academy will use the personal information in order to process the application for FLIER Programme and manage and administer the programme should the application be successful and to communicate with you in connection with the application.

The FLIER Programme is administered by the Academy and the Academy is working with Cirrus Connect Ltd to deliver the programme. Cirrus will provide certain services to the Academy and will act as our processor in some instances in connection with these purposes. Cirrus may also act as a controller in relation to the programme because it exercises discretion in terms of the way that it delivers elements of the programme. For details of how Cirrus will use your personal information, please see: <http://cirrus-connect.com/privacy-cookies-policy/>

For further information about the personal information the Academy holds about you, how the Academy uses it, who it is shared with and what your rights are in relation to your personal information, please see the privacy notice which can be found here: <https://acmedsci.ac.uk/privacy-policy>

**Undertakings**

1. I confirm that I have read the Data Protection statement above which sets out how the Academy uses personal information.
2. To the best of my knowledge the information provided in this application is accurate and complete.
3. I confirm that the applicant will be able to take time out of their current position where required to take part in all the programme components including workshops, immersion days, coaching, action learning sets, mentoring, cross-sector project and other networking opportunities.
4. I authorise the contribution of £5,000 (ex VAT) towards the costs of the programme (to be invoiced to successful applicants' employers and paid before the launch event), unless a bursary is awarded. *Please indicate below if you wish to apply for a bursary and include a justification of why a bursary is applicable to your circumstances. You must contact the Academy office to discuss this before completing this section.*

5. I understand that this contribution will not be refunded by the Academy if the participant changes employer or leaves the programme for any reason.

If you agree with the above undertakings, please tick the box. By checking this box you are signing this form electronically. In doing so you confirm that your electronic signature is the legal equivalent of your manual signature on this form.

**Would you like to be considered for a bursary to cover the employer contribution for this applicant if they are successful?**

There are a limited number of bursaries available and they will be considered on a case by case basis.

- Yes
- No

*If yes:*

**Please write a short justification statement to be considered for a bursary**