

Future People Leaders Programme – Application Pack

The Application Process

Congratulations for taking the first step on applying for the Future People Leaders programme. This programme will help you to reflect upon your learning and work experience to date and help you plan your future career. You will receive feedback on your application, even if your application is unsuccessful, so that you can proactively plan your future HR career within the NHS.

In order to progress with this application, you must be able to demonstrate that you have the potential to become a Deputy Director of HR within 18 months. We will assess your application against the Future People Leaders Programme Competency Framework. The application form includes the following sections:

- **Section 1 – Self assessment on performance and potential**
- **Section 2 – Competency Framework Assessment Questions**
- **Section 3 – Your business improvement project**
- **Section 4 – Sponsor feedback & comment**
- **Section 5 – [Equalities monitoring form](#)**

Please provide us with an up-to-date copy of your CV. This should be no more than 2 pages.

The Selection Process

The selection process will be conducted in two stages:

Stage 1: Conducted by Integrated Care Boards. Each ICB will be invited to shortlist and put forward their strongest applicants.

Stage 2: Participants will be divided into two regions (North and South). Each region will hold virtual panel interviews.

You can find more information about the programme including ALL associated documents linked throughout this document [HERE](#).

View the selection process [HERE](#).

View the selection timeline including final panel selection dates [HERE](#).

To be eligible for this programme, you need to be a senior people professional working within the NHS, able to demonstrate your potential and ambition to move into a deputy director role in the next 12 to 18 months. Your organisation does not need to be an HPMA member.

You must commit to be available for interview on the dates listed in this document depending on which of the cohorts you will be applying for.

When applying for the Programme, your location will determine which cohort you are accepted into. There will be 2 cohorts comprising the North and South of England. The North will comprise North East and Cumbria, Yorkshire and Humber, North West, and Birmingham and the Midlands areas while the South will comprise East of England, London, South East and South West areas.

You will need to commit to key dates to participate on the programme if you are selected, the dates are listed below.

2023/2024 Programme Dates

North Cohort Dates

Applicant Webinar	17 July 2023 – Virtual: Watch the webinar recording HERE . Read the applicant FAQs HERE . View the webinar slideshow HERE .
Launch Event	2nd October 2023 – 11am – Virtual
Module 1	10 October 2023 – Leeds
Action Learning Set 1	7-8 November 2023 – Virtual
Masterclass	11 December 2023 – Virtual
Module 2	17 January 2024 – Manchester
Action Learning Set 2	7-8 February 2024 – Virtual
Residential Module 3 & 4	7-8 March 2024 – Warwick
Action Learning Set 3	30 April -1 May 2024 – Virtual
Module 5	6 June 2024 – Leeds
Date for the Development Centre	19 or 20 September 2024 – Warwick

South Cohort Dates

Applicant Webinar	17 July 2023 – Virtual: Watch the webinar recording HERE . Read the applicant FAQs HERE . View the webinar slideshow HERE .
Launch Event	2nd October 2023 – 11am – Virtual
Module 1	6 October 2023 – London
Action Learning Set 1	6-7 November 2023 – Virtual
Masterclass	12 December 2023 – Virtual
Module 2	10 January 2024 – London
Action Learning Set 2	6-7 February 2024 – Virtual
Residential Module 3 & 4	5-6 March 2024 – Warwick
Action Learning Set 3	29-30 April 2024 – Virtual
Module 5	4 June 2024 – London
Date for the development Centre	17 or 18 September 2024 – Warwick

Guidance Notes:

Applicant Webinar

An applicants webinar took place on 17th July. Watch the webinar recording [HERE](#). Read the applicant FAQs [HERE](#). View the webinar slideshow [HERE](#).

Section 1 – Self Assessment Performance and Potential

Please reflect on and answer the questions to show how you're assessing your current performance and potential in terms of your readiness to join the Future People Leaders Programme.

Section 2 – Future People Leaders Programme Competency Framework Assessment Questions

There are series of questions which provide an opportunity to reflect on your strengths and development needs.

The Futures People Leaders Programme competency framework has been developed to provide programme participants a clear idea of the key skills, knowledge and behaviours you will develop throughout your time on the programme. Please click [HERE](#) to access the Competency Framework.

There are 6 key overarching competencies within the framework. The overarching competencies have been mapped to the new NHS People Profession Map and to the national Leadership Academy leadership competencies.

Section 3 – Idea for a Business Improvement Project

When considering a business improvement project, you are advised to discuss this with your CPO. Please click [HERE](#) to access the business improvement project guidance.

Section 4 – Manager Sponsor Feedback & Comment

This should be completed by the applicant's line manager or Chief People Officer, HR Director or equivalent. Your sponsor will be asked to complete the sponsor feedback and comment questionnaire. Please click [HERE](#) to access the Sponsor guidelines for Applicants.

Section 5 – Equalities Monitoring Form

Please complete the Equality Monitoring Form.
You can view the form [HERE](#) as a PDF or contact admin@hpm.org.uk to request an editable Microsoft Word version.

Application Submission Requirements

Please return this completed application form, CV, and Equalities Monitoring form to lorna.reeves@gstt.nhs.uk by ~~8am on 18th August 2023~~ DEADLINE EXTENDED TO 5PM ON 31ST AUGUST 2023 and ensure you have completed all elements as above.

Please state the subject heading in the e-mail as:- Future People Leaders Programme Application along with your full name.

Future People Leaders Programme Application

About You:

Name:		
Organisation Name		
Organisation Region:	☐ North ☐ South	
Job Title and Band:		
Telephone (m):		
Preferred Email address:		
Please confirm that your CV is attached to your completed application form:		
Please confirm your attendance for a panel interview:	North Cohort Panel Interview: 25 th September 2023	South Cohort Panel Interview: 27 th September 2023
You should commit all dates to your diary. Please highlight any clashes that cannot be resolved here.		

About Your Sponsor:

Name:	
Organisation:	
Job Title:	
Relationship to you:	
Telephone (w):	

Preferred Email address:	
---------------------------------	--

Section 1:– Self Assessment: Performance and Potential

We are looking to see how you reflect on your performance and potential to become a Deputy Director in the next 18 months

Please answer the following questions. Be clear and concise and please stick to the word limit.

Tell us about your career aspirations? What are your development needs and what steps have you taken to date to address them? (Maximum 200 words)
What are your 3 key reasons for wanting to be selected for the Future People Leaders Programme (Maximum 200 words)

Section 2:– Future People Leaders Programme Competency Framework Self-Assessment

Please ensure you adhere to the maximum word limit per competency.

Developing compassionate and inclusive cultures	Tell us about where you have identified systemic bias in an area of people practice and how you have rectified this. What steps did you take? Who did you involve, and what was the outcome?
--	--

Example (max 300 words):	
Business Acumen	Provide an example to demonstrate how you have translated national policy to local delivery in your organisation/system. Tell us how you measured and reported the outcomes.
Example (max 300 words):	
Decision Maker	Tell us about a time when you used data and evidence to inform a key decision, which has had a significant impact on your service and patient care
Example (max 300 words):	
Leading Transformational Change	Provide an example of how you have lead transformational change to improve services across the health and care system. Tell us about how you managed inter-dependencies and engaged with others to deliver this change.
Example (max 300 words):	

Developing organisational cultures that continually adapt and learn including embracing digital technology	Tell us about a time when you have been involved in introducing new digital systems and processes, what steps did you take to communicate the benefits of this and secure the contribution and involvement of people in this change.
Example (max 300 words):	
Developing presence, impact and resilience as a leader	Describe your leadership style and give examples of how you demonstrate role model your values and how this impacts on others? How do respond when things don't go as you planned?
Example (max 300 words):	
Improvement driver	Describe a piece of work you are really proud of and why. What steps did you take and how do you ensure that your improvement is sustained. How did you measure its success?
Example (max 300 words):	

Section 3:– Your Idea for an Business Improvement Project

Please give details of your idea for a business improvement project e.g. summary, broad aims/objectives/outcomes. (max 300 words) – find guidance HERE .

Section 4:– Management Sponsor Feedback and Comment

To be completed by your line manager or Chief People Officer/HR Director

Your name:		
Your role:		
Applicant's Name:		
Applicant's Role:		
Number of years that you have known applicant:		
What have the applicant's key achievements been over the last 12 months?		
How would you rate the applicant's performance over the last 12 months?		
Under performer	Consistently performing to meet objectives	Exceptional performer (Consistently exceeds objectives)
In the context of the Future People Leaders Programme competency framework and progressing towards a Deputy Director of People (or equivalent) role, what are the applicant's strengths?		

In the context of the Future People Leaders Programme competency framework and progressing towards a Deputy Director of People (or equivalent) role, what are the applicant's development and stretch needs?		
In your view, when will the applicant be ready to progress into a Deputy level (or equivalent) role?		
Imminently	In around 12 months	In around 12 – 18 months
We require confirmation that the sponsor acknowledges and agrees to the funding of the applicant's place in this pool, of £2000, to be paid on successful acceptance to the Future People Leaders Programme To confirm please provide full name and email, along with contact for the invoicing.		

Name	
Email Address	
Invoice Contact	
PO Number	