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# Elevate applications: support for Line Managers

This information is intended for line managers supporting a team member who is applying for the Elevate programme. This includes information about the application process, the Elevate programme, and the line manager workshops.

For further information, please see the [*Elevate: How to apply*](https://www.exeter.ac.uk/departments/inclusion/support/training/elevate/)webpage.

## Line Manager Endorsement

Each applicant’s current line manager must give their support for the application by completing a separate *Line Manager Endorsement Form*.

1. **The applicant will email you the link to the *Line Manager Endorsement Form*.**
2. Complete the form by answering two questions:
   1. *Please outline your reasons for supporting the individual in this application (up to 350 words)*
   2. *How else are you investing in this person’s development? What support will you give them beyond this programme? (*up to 200 words)
3. When completed, please email the form directly to [edi@exeter.ac.uk](mailto:edi@exeter.ac.uk)
4. **Please note:** you must submit the ‘Line Manager Endorsement Form’ before the deadline: **Wednesday 1st November 2023 23:59**.
5. Inform the applicant that you have completed your form.

## The Selection Process

1. Completed applications are anonymised and reviewed by the Selection Panel.
2. The final selection ensures a mixed cohort with a balance of participants across each of the participating universities. There will be 30 places in total: approximately 5 from each university.
3. Applicants and line managers will be notified of outcomes by the end of November.
4. Line managers will be responsible for following up with unsuccessful applicants to identify alternative opportunities to support their development.

Time Commitment

As a guide, the overall time commitment to engage effectively with the programme averages approximately 1.5 days per month (including scheduled and unscheduled activities).

**Participants are expected to attend all sessions of the programme.** Dates are available on the [Elevate webpage](https://www.exeter.ac.uk/departments/inclusion/support/training/elevate/).

Programme Structure

The programme comprises:

* three days of in-person workshops
* two online sessions, half day
* four 2-hour online Action Learning Groups, plus an introductory session
* a professional development or leadership project
* approx. four sessions with a mentor

# Elevate sponsor workshops

Elevate is a leadership programme like no other, centring the lived experiences of participants and creating space for deep reflection and transformative conversations.

Managers and supervisors of participants (or ‘Elevatees’) play an important role as part of the Elevate community, whose active engagement facilitates the success and sustained impact of the programme.

These complementary workshops give you the opportunity to engage directly with Elevate in your role as a line manager/sponsor, experiencing for yourself the context of this transformative learning environment. They will be led by the Elevate programme facilitators: Dr Peggy Warren and her experienced team from the Ubele Initiative.

This will enable you to:

* Enhance your ability to effectively and confidently support the development and wellbeing of your Elevatee
* Deepen your own awareness of the impacts of organisational culture and equity
* Explore some of the systemic and social barriers experienced by women of colour
* Embed working cultures which embrace, value, and celebrate difference in the multiple ways it presents
* Connect with a fellow sponsors, contributing to a supportive peer learning community and sharing knowledge and practices

**Who should attend these workshops?**

Elevate applicants will be asked to confirm their identified sponsor as part of the application process. This should be someone who has direct responsibility and influence with regards to the individual’s work, career progression, development and wellbeing. This would normally be their line manager, but an alternative sponsor may be identified if more appropriate to the context/local structure.

**Session details**

Workshop 1: Elevate programme overview

Tuesday 23rd January 2024, 1-4pm. In person ([Engineers House, Bristol](https://goo.gl/maps/Sivun4MRxZ1oSJ7b8))

*Enhancing equity through examining, reviewing, and revising organisational practices which consciously and unconsciously contribute to inequities.*

Workshop 2: Equity, reflexivity and me (as a leader)

Tuesday 23rd April 2024, 10am-1pm. Online.

*When it comes to difference, what am I willing to approach, what do I generally avoid? Where next?*