Leadership and Development Awards Programme Advisory Group

Advisor/Awardees code of conduct

By becoming an Advisor/Awardee, you are agreeing to abide by this code of conduct.

Advisors and Awardees agree to:

- Disclose to each other any potential professional conflicts of interests and agree how these will be managed
- Keep conversations confidential, unless there is mutual agreement to share more widely
- Conduct conversations primarily through email, although occasional phone calls or meetings may be mutually agreed

(Note: Advisors and Awardees will not be ‘matched’; the onus is on the Awardee to contact the appropriate Advisor based on their relevant experience).

Advisors are expected to:

- Provide responses to questions within a good time frame, i.e. normally within 10 days unless circumstances prevent e.g. annual leave
- Recognise and appreciate the different backgrounds and career aspirations of Awardees
- Be comfortable to critically discuss own career progression
- Be clear about the limitations of their knowledge and/or experience, and therefore what support can and cannot be provided
- To direct Awardees towards further sources of information as necessary, which could include personal introductions to key contacts.

Expectations of Awardees

Queries should be professional in nature and relate to career development

Queries should be addressed to no more than two advisors at once, rather than contacting a large group or all the advisors

Individual advisors should not be contacted with too many different queries, i.e. not more than a couple of times a month

If asking for feedback, this should be at a general level, i.e. not relating to a critique of a grant application or manuscript.