Leadership & Development Awards Programme

Application form

**Guide for Applicants**

**Aims of the programme**

* To identify and support future leaders in the discipline.
* To provide the opportunity for Awardees to network and collaborate with senior-level clinical endocrinologists and scientists and with each other
* To enhance Awardees’ professional profiles and foster career development
* To cement ties between Awardees and the Society so that Awardees have structured opportunities to engage with and support the Society throughout their careers.

**Duration of the Award**

The Award will be for three years, starting on the 1 November each year. Awardees are expected to participate enthusiastically and engage with the opportunities provided. Thus, progression from one year of the Award to the next is dependent on the submission of an annual report and approval from the Selection Panel.

**Benefits of the programme**

Awardees will be given certain defined benefits, and will also be able to self-select optional benefits depending on their career development requirements. Please note that applicants would ideally need to be based in the UK for the duration of the Award in order to realise sufficient benefit.

**Defined benefits**

* Expenses paid attendance at the annual SfE BES conference each year of the Award
* Increased exposure and networking opportunities at the SfE BES conference.

Examples may include:

* + Formal introduction at the Welcome Reception and/or Conference Dinner
	+ Pairing with a plenary, international speaker or established Society member to provide networking and future collaboration opportunities
* A leadership training course (undertaken in year 1 or 2)
* A Visiting Fellowship (expenses up to £2,000) to visit another institution to forge new collaborations or learn new skills (undertaken in year 2 or 3)
* Access to members of an Advisory Group to receive *ad hoc* career support and advice
* Complimentary membership of the Society for Endocrinology for the duration of the Award

**Optional benefits**

Subject to feasibility, these may include, but are not limited to:

* Experience of the work of committees / editorial boards / working groups / guideline and position statement writing groups / interdepartmental peer review
* Opportunities to develop public engagement skills and contribute to public engagement activities

**Eligibility criteria**

The Awards Programme is open to Society members, who have been a paid member for at least one year.

To be eligible for the Leadership and Development Awards Programme you must fit within one of the following categories and will usually be within the first three years into your first consultant or substantive senior academic post, in order to derive the maximum benefit from the Award Programme.

* **Scientists**: < 10 years post PhD [PhD awarded in **2013** or more recently\*] with at least 3 publications as first, co-first or as senior author
* **Clinical Academics**: currently undertaking an MD or PhD or < 6 years from completion of MD or PhD [MD or PhD awarded in **2017** or more recently\*] with at least 3 publications as first, co-first or as senior author
* **Clinicians-in-Practice**: up to 12 years from attainment of MBBS [MBBS awarded in **2011** or more recently\*] with at least 3 publications as first, co-first or as senior author (Clinicians-in-Practice may include Clinical Cases)

\*Career breaks or other exceptional circumstances that may have affected your career progression will be taken into account by the panel when determining eligibility – please ensure you provide a full justification in the application form.

**Selection process**

Applications will be reviewed by members of a Selection Panel comprising a Chair, three scientists, three clinical academics and three clinicians-in-practice.

Applications will be grouped by the category of applicant (scientist, clinical academic, clinician-in-practice, as defined above) and marked and ranked within those categories, as each will have different career trajectories and may not be directly comparable. The Selection Panel will have final say on the category you are assigned to, based on their interpretation of the eligibility criteria; duration and appropriateness of career breaks.

The Selection Panel will meet to discuss all applications, and will make Awards, across all three categories, based on the quality of application and benefit to the applicant.

The Selection Panel will make up to seven Awards each year; however, the final number will be entirely dependent on the quality of applications received.

The Society for Endocrinology is committed to inclusivity and diversity across all of its work. As part of this, we welcome applications from those groups who are currently underrepresented in endocrinology. Please find our diversity policy at: <https://www.endocrinology.org/media/3707/202007-diversity-and-inclusion-policy.pdf>

**Notes for completing the application form**

1. It is anticipated that this Awards Programme will be highly competitive and so applicants are encouraged to fill in the form as fully and completely as possible, recognising that evidence of excellence will be greater in some areas than others for each individual, but that the assessment process takes into consideration the whole application, including motivation and benefit to the applicant.
2. Applicants are asked to provide the names and contact details for two referees. We will contact them soon after the application deadline. Please ensure that you have obtained their prior agreement to act as your referee.
3. Please use this form for your application and do not submit any supplementary information or attachments. Please answer each question as fully as possible. Applications must be submitted as a Word document.
4. If you have questions about the application process. Please contact awards@endocrinology.org.
5. If you are considering submitting an application, it would be helpful if you could let us know in advance. Please email awards@endocrinology.org and indicate the category for which you are applying.

**Deadline:** Please refer to [webpage](https://www.endocrinology.org/grants-and-awards/prizes-and-awards/leadership-and-development-awards-programme/)

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| **SECTION 1 – Your details**  |
| Name [title, first name, last name] |  |
| Institution address  |  |
| Email |  |
| Phone number |  |
| Area of expertise (one sentence) |  |
| ***Category of applicant***I am a (please select one of the following): Note 1: All applicants may take career breaks into account, but must provide full justification. Note 2: The panel has the final decision on the category you are assigned to based on their interpretation of the eligibility criteria; duration and appropriateness of career breaks. | Scientist (< 10 years post PhD) |  |
| Clinician-in-Practice (up to 12 years from attainment of MBBS) |  |
| Clinical Academic (currently undertaking an MD or PhD or < 6 years from completion of MD or PhD) |  |
| Year each of your degrees was obtained  | i) BSc (or equivalent) |  |
| ii) MBBS or equivalent) |  |
| iii) MD |  |
| iv) PhD |  |
| Career Break(s). Career breaks or other exceptional circumstances that may have affected your career progression will be taken into account by the panel when determining eligibility – please ensure you provide a full justification in this section. |  |
| Please describe your current appointment/career stage (50 words max) |  |

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| **SECTION 2 – Engagement in endocrinology** |
| [All applicants] **Please list all endocrine conferences or meetings where you have either presented or chaired/co-chaired a session** [Clinician-in-practice applicants] **If you are a Clinician-in-practice applicant, please also list all endocrine conferences/meetings where you attended as a delegate only****Please include details of your contribution (presented, chaired/co-chaired, attended as a delegate only)** |
| **2.1 Regional meetings**[start typing here] |
| **2.2 National meetings**[start typing here] |
| **2.3 International meetings**[start typing here] |

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| **SECTION 3 – Commitment and leadership** |
| **Please give details of the following (if applicable to your category and career stage):** |
| **3.1** **Additional Postgraduate diploma/certificate(s) that you have been** **awarded. Please do not include degree/MD/PhD as this is considered elsewhere**[start typing here]**3.2** **Management or leadership courses you have attended**[start typing here]**3.3** **Your involvement with committees, editorial boards, meeting organisation, rota organisation, teaching programme development**[start typing here] **3.4 Your involvement with quality improvement activities e.g. guideline development, audit, service development activities**[start typing here]**3.5** **Your involvement with teaching and/or supervision**[start typing here]**3.6** **Your involvement in active collaborations with colleagues at other institutions**[start typing here]**3.7** **Your involvement with public engagement activities and/or patient/public involvement in research**[start typing here] |

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| **SECTION 4 - Motivation statement** |
| **Please explain your motivation for applying for this Leadership and Development Awards Programme and your interest in the Society for Endocrinology, and why you think you should be considered to receive one of the Awards** (500 words max). |
| [Start typing here] |
| **SECTION 5 – Publications** |
| **5.1 Please provide a FULL LIST of ALL peer reviewed publications split into the headings below** (please highlight the publications in **BOLD** in which you are first, co-first or senior author): |
| **Original papers**[Start typing here]**Case Reports**[Start typing here]**Reviews**[Start typing here] |
| **5.2 From the above list, select the top three. Write a 50-word justification for each one, outlining the significance of your chosen publication and your contribution** |
| [Start typing here] |

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| **SECTION 6 – Funding** |
| **Please list all of your successful grant funding (and any other personal Awards or Prizes) in the appropriate section below.** Where applicable, please include the amount awarded and the names of principal and co-investigators. |
| **6.1 Travel Grants and other personal Awards and Prizes**[Start typing here] |
| **6.2 Institution Grants (>£5,000)**Grants awarded by your own institution[Start typing here] |
| **6.3 Personal Fellowships**These are defined as:• Awarded specifically to the named applicant• Awarded following external peer review• The fellowship is costed to include all or part of the awardees salary (with or without consumable funding)• Typically awarded by a research council or charity (e.g. MRC, Welcome, NIHR, BHF)[Start typing here] |
| **6.4 National Grants (>£5,000)**Competitive grants from national organisations (e.g. Society for Endocrinology and similar, and major funding bodies such as the BHF, MRC, Wellcome, etc.)[Start typing here] |
| **6.5 International/EU Grants**[Start typing here] |

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| **SECTION 7 – 5-year career plans** |
| **Please outline your 5-year plan for a career in either clinical endocrinology** [Clinical Academic and Clinician-in-Practice applicants] **or in academic basic science/industry** [Scientist applicants] **and how this award could help.** (500 words max) |
| [Start typing here] |

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| **SECTION 8 – Referees’ details** |
| **Please provide the contact details for two referees to support your application.** We will approach your referees to ask them to provide a 200-word statement explaining how well they know you and how much they feel you are suitable for the programme. Please ensure that you have obtained their prior agreement to act as your referee.  |
| ***Referee 1***  |
| Name  |  |
| Institution address  |  |
| Email |  |
| ***Referee 2***  |
| Name  |  |
| Institution address  |  |
| Email |  |

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| **SECTION 9 – Applicant’s Declaration** |
| By signing this form:* I confirm that all the information provided is correct.
* I understand that:

In order to evaluate your application, the data that you submit via this form will be shared with the Selection Panel and relevant Society members and staff working for the Society for Endocrinology. We will store your data securely and only authorised personnel will be able to access it. If your application is successful, we will share your name and email address with other awardees on the programme in order that you may network.  |
| Date:  | Applicant’s signature: |

**Please check you have completed all relevant parts of this form; incomplete applications will not be considered.**

**Supplementary attachments will not be considered.**

**Applications must be submitted as a Word document – please do not send a PDF.**

**Please return this application to** **awards@endocrinology.org** **by the deadline published on the** [**webpage**](https://www.endocrinology.org/grants-and-awards/prizes-and-awards/leadership-and-development-awards-programme/)**.**