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| Australia Awards Scholarships Intake 2024 Professional Referee Report |
| Instructions for applicant: This report may be completed by your former (not more than five years ago) or current employer or supervisor who has direct knowledge of your professional experience and technical competence. Instructions for referee: The applicant has named you as a referee in support of an application for an Australia Awards Scholarship supported by the Department of Foreign Affairs and Trade (DFAT) for study in Australia. To assist in the selection process, we would like to receive your views on the applicant’s suitability for a scholarship, in particular on their capabilities and personal leadership qualities, academic competence (including, where applicable, their research ability) and potential to contribute to positive development outcomes for PNG, as proposed in their Reintegration Plan. |

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| 1. Personal details
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| Applicant’s details |
| Full name (as it appears in passport) |       |
| Email |       |
| Area of study |       |
| Referee’s details |
| Full name |       |
| Mobile no. |       | Work phone no. |       |
| Email |       |
| Employing organisation | Name |       |
| Town/City, Country |       |
| Position title |       | Starting date   /  /     |
| Length of time you have known applicant | [ ]  | Less than 3 months | [ ]  | 3–12 months | [ ]  | 1–2 years | [ ]  | 2–5 years | [ ]  | More than 5 years |
| Relationship to applicant (e.g. direct supervisor, lecturer)  |       |
| Authorised official stamp of the organisation. |  |

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| 1. Evaluation of applicant’s capabilities and behaviours
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| Please evaluate the applicant against the following criteria\* |
|  | **Very good** | **Satisfactory** | **Needs coaching** | **Not observed** |
| **Shapes strategic thinking**  (meaning that they: inspire a sense of purpose and direction; focus strategically; harness information and opportunities; and show judgement, intelligence and common sense) | [ ]   | [ ]   | [ ]   | [ ]   |
| **Achieves results** (meaning that they: build organisation capability and responsiveness; marshal professional expertise; steer and implement change and deal with uncertainty; ensure closure and deliver on intended results) | [ ]   | [ ]   | [ ]   | [ ]   |
| **Cultivates productive working relationships** (meaning that they:nurture internal and external relationships; facilitate cooperation and partnerships; value individual differences and diversity; and guide, mentor and develop people) | [ ]   | [ ]   | [ ]   | [ ]   |
| **Displays personal drive and integrity** (meaning that they: demonstrate professionalism and probity; commit to action; display resilience; promote and adopt a positive and balanced approach to work; and demonstrate self-awareness and a commitment to personal development) | [ ]   | [ ]   | [ ]   | [ ]   |
| **Communicates and negotiates effectively** (meaning that they: communicate clearly; listen, understand and adapts to audience; and negotiates persuasively) | [ ]   | [ ]   | [ ]  | [ ]   |

 **\* Extract from the Australian Public Service Commission’s ‘The integrated leadership system – support tools – Leadership pathway: Individual profiles’**

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| 1. Applicant’s professional and technical competence
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| Please comment on the applicant’s professional qualifications, experience and technical/academic competence to successfully complete the intended course. (maximum 200 words) |
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| 1. Relevance of applicant’s course of study to sectoral capacity gaps
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| How does the applicant’s proposed course of study relate to capacity gaps or challenges within their sector or organisation? (maximum 200 words) |
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| 1. Reintegration Plan
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| Please comment on the applicant’s Reintegration Plan: does the plan address capacity gaps and development priorities in your organisation, sector and the country as a whole? Is the plan feasible and realistic?  |
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| 1. Applicant’s professional and personal attributes
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| Please comment on the applicant’s drive, determination, resilience and adaptability to successfully deal with challenges on award, to complete their course of study, and on return to PNG, to use their new skills and knowledge to make a positive contribution to PNG development (maximum 200 words). |
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| 1. Applicant’s leadership skills
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| Please describe the leadership capacity and skills of the applicant, using examples where applicable. (maximum 200 words) |
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| 1. Applicant’s suitability for the scholarship
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| Please explain why you believe the applicant is a suitable scholarship recipient. (maximum 200 words) |
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| 1. Referee’s declaration and signature
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| I declare that the information in this report is true and correct. |
| Signature | Date   /  /     |
| **Thank you for assisting the Australian Government in identifying an outstanding candidate for an Australia Awards Scholarship.** |