|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Current Employer’s Support Statement – Short Course Awards** | | | | | | | |
| **Must be completed by applicant’s current manager/supervisor and uploaded to the online application.**  The manager/supervisor will provide an assessment of the prospective awardee and explain benefits expected from the award. Manager/supervisor statements will be considered as part of the merit-based selection. | | | | | | | |
| **Applicant’s Name:** |  | | | | | | |
| **Applicant’s Position:** |  | | | | | | |
| **Organisation:** |  | | | | | | |
| **Telephone Number:** |  | | | | | | |
| **Email address:** |  | | | | | | |
| *Please explain your working relationship with the applicant (i.e. are you the direct manager or supervisor).* | | |  | | | | |
| *Do you support the applicant’s proposed workplace project?* | | | ☐ Yes ☐ No | | | | |
| *Please describe why you believe the applicant is an ideal candidate to take up a Short Course Award.* | | |  | | | | |
| *Length of time you have known applicant* | | | *Less than 3 months* | *3–12 months* | *1–2 years* | *2–5 years* | *More than 5 years* |
|  |  |  |  |  |
| **Please evaluate the applicant against the following areas:** | | | *Not observed* | *With coaching* | *Sometimes* | *Often* | *Always* |
| **Shapes strategic thinking**  *(they: inspire a sense of purpose and direction; focus strategically; harness information and opportunities; and show judgement, intelligence and common-sense)* | | |  |  |  |  |  |
| **Achieves results** *(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** *(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** *(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** *(they: communicate clearly; listen, understand and adapts to audience; and negotiates persuasively)* | | |  |  |  |  |  |
| *What skills and knowledge do you hope the applicant will gain that is beneficial to the organisation?* | |  | | | | | |
| **Manager’s Name:** | |  | | | | | |
| **Position:** | |  | | | | | |
| **Telephone Number:** | |  | | | | | |
| **Email:** | |  | | | | | |
| **Signature:** | |  | | | | | |
| **Date:** | |  | | | | | |

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| **Organisation Nomination and Signature**  **A Senior Representative from the applicant’s organisation/department** (*i.e. CEO, Managing Director, Secretary, etc.)* **must endorse the applicant’s application for a Short Course Award.** | |
| **Senior Representative’s Name:** |  |
| **Position:** |  |
| **Telephone Number:** |  |
| **Email:** |  |
| **Signature:** |  |
| **Date:** |  |
| **Company Stamp** (if available) |  |