

2025 PROGRAMME APPLICATION FORM

Closing Date for Submission – Monday 20th January 2025

ABOUT YOU

Personal Details

Full Name and Title:

Date of Birth:

Place of Birth:

Nationality:

Country Issuing Passport:

Personal Email:

Mobile Phone Number:

Occupation

Job Title:

Organisation Name:

Work Email:

Work Telephone Number:

Professional/academic qualifications:

What you hope to get from the Programme – 2 or 3 sentences about why you are applying:

YOUR ORGANISATION

What it is and what it does

Where you sit in the organisation

(Please forward an organisational chart showing your position in your organisation)

Clearly describe your responsibilities with your organisation:

THE CHALLENGE

Ultimate Goal of your Challenge – defined in one sentence:

(Please note that there are specific criteria by which challenges will be assessed and this can be found in the **Challenge Process** document attached. This document needs to be completed with your work-related challenge and submitted with your application)

ENDORSEMENT

PLEASE ATTACH

A letter from the Head of your Organisation endorsing your application together with written confirmation from your Supervisor that the challenge is of direct relevance to both your role and to the organisation and it has a deliverable outcome.

CONFIRMATIONS

Please confirm that you are proficient in both spoken and written English:

If your application is successful

Please confirm that you will obtain health and travel insurance for your travel to/from and during your time in the Isle of Man and Oxfród.

Please confirm that if your passport is due to expire before the end of February 2026 you will apply for a renewal. In addition, please ensure that there is sufficient blank pages in your passport should you require a visa.

Submission of Application

Please submit the completed Application Form together with:

- Your Organisation Chart
- Letter from the Head of your Organisation endorsing your application
- Confirmation from your Supervisor
- Your work-related challenge

To: Gary Roberts at gary.roberts@scfmc.im

with a copy to Elaine Moretta, our Programme Manager at elaine.moretta@scfmc.im

Upon submission of your application, you will receive an acknowledgement. If you do not receive an acknowledgement within three working days of submission, please contact Elaine to confirm receipt of your application.