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|  | **Te ManahuaNew Zealand Universities Women In Leadership Programme** **An initiative for the New Zealand tertiary education sector** Funded by: Universities New Zealand - Te Pôkai Tara |
| **NOMINATION FORM 2025 – Programme for Women Professional Staff** |
| The programme is limited to twenty participants. Each University conducts an internal selection process for nominations. Information on this process and the closing dates for nominations is available from the key contact person at each University. A copy of the nomination form, for staff selected by the University to participate, is forwarded by the University to the Te ManahuaNZUWiL Programme Convenor, Sarah Schulz.The August 2025 Te ManahuaNZUWiL residential programme is for women in or aspiring to be in senior professional staff leadership positions. It is to be held in Wellington at the Bolton Hotel for five days from Monday 18 August to Friday 22 August 2025. The Te ManahuaNZUWiL Programme pays for and makes the accommodation arrangements with the Bolton Hotel. Participants are required to ‘live-in’ at the Hotel and there will be evening events as part of the programme. |
| Name of Nominee |  |
| University: |  | Campus Location: |  |
| Faculty/College: |  | Department: |  |
| Position: |  | Time in current role: |  |
| Contact Details: | Email: |  | Phone: DDI or Extn |  |
|  | Postal: |  | Mobile: |  |
| **SECTION ONE: To be completed by the nominee** |
| **Programme Dates:**  | Monday 18 August to Friday 22 August 2025 |
| What benefits will participation in this programme contribute to your personal and professional development and to your role in the institution? |
| Briefly address the following: |
| Experience | * Provide a brief description of past and current responsibilities with particular reference to experience or involvement in management and leadership
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| Criteria | * Demonstrated willingness to accept and capability to carry out leadership or decision-making roles within the University
* Prepared to commit and participate in the five-day residential programme initiatives, including pre-work
* Prepared to undertake a process of challenging professional and personal development
* Willing to engage with a variety of learning approaches and methods including group work, action learning and self-reflection
* Will benefit from learning more about decision-making processes, strategic direction and current leadership in Universities
* Ability to initiate follow up and/or carry out leadership related activities at host university
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| Comments: |
| Additional comments: (may include current, recent or potential leadership assignments/roles or initiatives you are involved or interested in) |
| Sign off from Nominee: |  | Date completed: |  |
| Sign off from University: |  | Date of approval: |  |
| ***Cancellation and Refund:*** *Please note where a nominee cancels the full costs of the programme may still be charged if the place is not taken by another nominee. The Programme Convenor is to be notified as soon as possible so alternative options can be considered. Where a participant is unable to attend or complete the programme due to extenuating circumstances a refund of the programme fees, less any fixed costs incurred, may apply. Alternatively a place may be held in credit for a future programme.* |