Application Form

We recommend you read the **Brief for Candidates** sent with this form, or available on <http://www.airbusgroup.com/diversityaward> before completing your application.

Your completed form and any relevant documents must be sent by 30 June 2016 to [candidate@gedcairbusdiversityaward.com](mailto:candidate@gedcairbusdiversityaward.com).

Contact [info@gedcairbusdiversityaward.com](mailto:info@gedcairbusdiversityaward.com) with any queries.

**PART ONE - PERSONAL DETAILS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Candidate | | | | |
|  | First (Given) Name: |  | | |
| Last (Family) Name: |  | | |
| Position: |  | | |
| Organisation: |  | | |
| Contact Details: | **Telephone including country code:** | |  |
| **Cell/mobile phone incl. country code:** | |  |
| **E-mail:** | |  |
| **Confirm e-mail:** | |  |
| Current Country of Residence: *(for information purposes only)* | |  | |
| Nationality: *(for information purposes only)* | |  | |

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|  | Have you previously applied with the same initiative for the GEDC Airbus Diversity Award? | Yes  No |
|  | If yes, please tell us how this application is significantly different from the previous one:*(700 characters, approx. 100 words)* |  |

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|  | Your profile, highlighting any experience of particular relevance to the award: *(1400 characters, approx. 200 words)* |  |

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|  | For information only, please tell us how you found out about the Award: | GEDC website  IFEES website  Airbus Group website  Email from GEDC/IFEES  Email from Airbus Group  Email from your university  Airbus Group Careers Facebook  Airbus Group Twitter  Other social media (please state)  Online news  Print or broadcast news  At an event (please state)  Other (please state) |  |  |
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| Supporting Dean All shortlisted candidates will need to supply a supporting letter from an Engineering Dean. See GEDC website/bylaw III for description of ‘Engineering Dean’. This information is not required until candidates are shortlisted. However, you may choose to name a Supporting Dean at the time of application. No preference will be given to candidates providing this information in advance. | | | |
|  | First (Given) Name: |  | |
| Last (Family) Name: |  | |
| Position: |  | |
| Institution: |  | |
| Contact Details: | **Telephone including country code:** |  |
| **Cell/mobile phone incl. country code:** |  |
| **E-mail:** |  |
| **Confirm e-mail:** |  |
| Relationship with Candidate: |  | |

PART TWO - ENTRY DETAILS

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| Please complete both sections of the questionnaire below to tell us about the initiative or series of initiatives which you or your team have implemented.  Where a team has worked on a project, we ask that one person is put forward to represent the project, and if successful, the Award will be made to that person, even if acknowledgment of other team members is included in the description. When completing the application please keep in mind that the aim of the Award is to recognize specific successful initiatives rather than a history or career of work in this field, however admirable. |
| Description These questions are to facilitate the Award Committee’s understanding of the initiative, and will not be evaluated*.* |

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| --- | --- |
| Title of Initiative: *(350 characters, approx. 50 Words )* |  |

**What aspect of diversity does your initiative specifically address? You can tick more than one option.**

Gender

Generation

Race or ethnicity

Socio-economic

LGBT

Disability

Other (please state)

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| Goal of Initiative: *(700 characters, approx. 100 Words)* |  |

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| Target Audience: *(for example, profile / number / age range / location / discipline)*  *(350 characters, approx. 50 Words)* |  |

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| How the initiative came about:*(Candidate’s own  idea / university initiative /…)* *(350 characters, approx. 50 Words)* |  |

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| Role of the Candidate in the Initiative:*(founder / contributor / operator)* *(350 characters, approx. 50 Words)* |  |

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| Resources: *(funding / people / partners or contributors supporting the initiative)*  *(350 characters, approx. 50 Words)* |  |

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| Timing: *(start / duration / is the project ongoing?)*  *(350 characters, approx. 50 Words)* |  |

## Evaluation

The questions below will be used by the Award Committee to evaluate all entries and select the shortlist and the three Finalists who will be invited to present to the Jury.

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| Concept: *Describe your initiative, and your approach to the design and implementation, including interaction with any stakeholders.*  *(1400 characters, approx. 200 words)* |  |

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| Activity: *Describe what you did and reference documented evidence.*  *(2800 characters, approx. 400 words)* |  |

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| Impact: *Please describe your results, and explain how you have measured the success of this initiative with both qualitative and quantitative examples of the impact your initiative has had to date.*  *(2800 characters, approx. 400 words)* |  |

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| |  |  | | --- | --- | | Transferability:*How could your initiative be transferred for use in another environment such as another institution or country, or how could its scope be increased?* *(2800 characters, approx. 400 words)* |  |  |  |  | | --- | --- | | Development: *What, if any, future plans do you have for this initiative? If granted the award, how would you use the funding and recognition to continue your work in this field?*  *(1400 characters, approx. 200 words)* |  | |

## Attachments

*Along with your form, please also send:*

* Appendices: a maximum of 2 appendices, which must not exceed 4 A4 pages text in total. The appendices do not have to be written documents; they could also be photos, charts or video for example. For any files you wish to send us which are larger than 5MB please use a common file sharing tool (e.g. Yousendit, Dropbox).
* Details of two referees, who may be contacted if the candidate is shortlisted. The referees should include at least one person who can validate or support the evidence of the candidate’s work and another who may be a character reference or provide additional support for the candidate’s work.
* Supporting letter which must be from an Engineering Dean, and whose letter must state that s/he has read and supports the application. Please note that this is not required unless your application is shortlisted, but you may also choose to submit this information in advance. No preference will be given to candidates providing this information in advance.

## Declaration

By sending this Application Form, **the Candidate confirms that s/he accepts the Terms and Conditions,** which are available on the Award organizer’s website [www.gedcouncil.org/gedcairbusdiversityaward](https://www.gedcouncil.org/gedcairbusdiversityaward) or can be obtained by emailing [info@gedcairbusdiversityaward.com](mailto:info@gedcairbusdiversityaward.com).

Your completed Application Form and any relevant documents must be sent to [candidate@gedcairbusdiversityaward.com](mailto:candidate@gedcairbusdiversityaward.com) by 30 June 2016.