



New Zealand Harkness Fellowship Application

New Zealand Harkness Fellowships are for emerging senior New Zealand Public Service leaders in any field of study or vocation (excluding health care policy and practice) to study or research in the United States (US) for between 3-6 months.

Up to two New Zealand Harkness Fellowship worth up to NZ\$70,000 will be offered in 2023 (for travel in mid-late 2023), to a person who is currently employed in the New Zealand Public Service. The length and total value of the Fellowship will be determined by the LDC and Harkness Trust Board, in conjunction with the successful applicant(s).

Eligibility

To be eligible, you must:

- be a New Zealand citizen who is currently residing in New Zealand
- be an emerging senior leader in the New Zealand Public Service
- have an interest in learning from your experience in the US and be capable of putting to effect in NZ, relevant lessons learned
- be endorsed by your chief executive to be a high-potential and influential leader.

The Fellowship is not intended for post-graduate or academic research. It provides an opportunity for emerging public service leaders in New Zealand to develop their ideas, practices and contacts in the US.

Checklist

Please read all information on the Harkness Fellowship (available on the LDC and Harkness websites)

Ensure that all required sections are completed (marked with an asterisk *).

Include a scan of the photo page of your passport

Include a letter of invitation or copies of emails indicating support for hosting you from a potential host organisation in the United States

Ensure you have your chief executive's endorsement and your manager's expectations recorded where indicated.

Email your completed application form and supporting documents to info@ldc.govt.nz by 5pm, 31 March 2023

If you have any questions concerning eligibility or the application process contact:

Karen Quigan, Director, Leadership Development Centre at
karen.quigan@ldc.govt.nz

Note the maximum space has been allowed for your information.
If you need extra, please go to the end of the form to add further notes.

*Personal details

Name:

Email:

Phone:

What is your gender?

Male Female Another gender, please specify:
Don't know Prefer not to answer

What ethnic group(s) do you belong to?

New Zealand European Māori Samoan Cook Islands Māori Tongan Niuean
Chinese Indian Other, e.g., Dutch, Japanese, Tokelauan. Please specify:
Prefer not to answer

Have you ever been to the United States?

Yes No

If yes please give dates and purpose of visits:

Have you even been arrested, or convicted by a court of law?

Applicants must disclose any prior criminal convictions (excluding traffic violations), whether in New Zealand or elsewhere. Failure to disclose a criminal conviction, or the providing of inaccurate or misleading information, may result in the revocation of a Harkness award. A criminal conviction may affect your eligibility to obtain a US visa. If you have any questions on this matter, contact info@ldc.govt.nz

Yes No

If yes, please state the type of offence(s) and date(s):

***Medical information**

Have you been treated in the last five years for any illness, either physical or psychological in origin, requiring hospitalisation or more than three visits to a doctor, clinic or hospital?

Yes

No

If yes, explain:

Note: Successful candidates may be required to undergo a medical examination for visa purposes.

***Current employment**

Current position:

Agency/organisation:

Date commenced:

Summary of your duties and responsibilities, including management and leadership responsibilities, such as direct-report numbers and budget:

Please outline the scope and nature of cross-agency initiatives you have been involved in, including your role in these:

What are your future career plans?

*Employment history

State the positions you have held in the last 10 years.

Name and title	Length of time	Agency/organisation

*Education: Academic qualifications and achievements

State your academic qualifications and achievements.

Date	Qualification/achievement

***Previous leadership development opportunities**

**Experiential (for example in role, projects, and secondments) and/or formal:
Please list:**

*Fellowship project details

Project title:

Project description:

Give a concise description of the project that you propose. The description must address the following attributes sought by the selection board:

- State the objectives and methodology of your proposed project.
- Describe the significance of your project for your field in both the US and New Zealand.
- Outline your ideas for how your experiences in the US will be communicated and applied to the New Zealand context to effect a particular outcome(s).
- Demonstrate a track record of learning and growth in characteristics representative of the future leadership that the New Zealand Public Service needs.
- Provide evidence of a planned and purposeful approach to the Fellowship.

Identify the host institution in the US that you consider most suitable for your project:

Name a person with the organisation with whom you have corresponded about your project:

Please include a letter of invitation or copies of emails indicating support for hosting you from a potential host organisation in the United States with your application.

How would your project benefit:

a) New Zealand?

b) the US?

c) you personally?

How would you plan to build on your Harkness Fellowship experience and share what you have learned:

a) in New Zealand?

b) in the US?

Outside of your project, what would living in the US for approximately 3-6 months enable you to do?

*Budget information

Which, if any, of your family would be accompanying you on our fellowship?

For children please also state date of birth

Name	Relationship to you	No. of months in the US

If accompanied by a spouse/partner, would they be employed or be receiving a paid grant or fellowship during the Harkness Fellowship?

Yes No

Would you anticipate receiving paid leave from your employer?

Yes, full paid leave Yes, partial paid leave No

If yes, what level of support (expressed as monthly figure in \$US after tax) would you expect to receive from your employer?

\$

***Current manager's expectations of the fellowship outcomes**

As the applicant's manager, how do you expect the applicant and/or your agency will benefit from the fellowship?

Manager's details

Name:

Title:

Email:

Phone:

*Chief executive endorsement

I support this application. If successful, I will provide the Fellow opportunities to share their learning in my agency's work programme.

Chief executive's name:

Signature:

Date:

*Conditions of award and tenure

Approval of all Fellowship awards is conditional upon you:

- meeting normal US immigration requirements;
- possessing a valid NZ passport and obtaining an appropriate visa/waiver;
- confirmation of an appropriate host institution in the US;
- having arrangements approved by the NZ Harkness Fellowships Trust Board.

While on tenure, Fellows may not perform services for an employer from whom they are on paid or unpaid leave of absence.

If pertinent, it is a J1 visa condition of appointment that Fellows may not seek permanent employment or residence in the US for at least two years following their Fellowships.

I undertake to leave the US at the conclusion of the Fellowship, or of any extension approved by the Harkness Fellowships Trust Board.

I understand that the information requested in this form will be used solely for the purpose of assessing my application for the Harkness Fellowship, and that personal information contained in the application will be made available to members of the selection committee.

At the completion of my Fellowship, I will:

- provide a final report to the LDC and Harkness Trust Board
- take opportunities to share my findings and experiences
- become part of the Fellowship alumni, to share my ongoing experiences, opportunities and achievements.

I have read and accepted the above and agree to be bound by them if selected for a New Zealand Harkness Fellowship.

Date:

Completed application forms must be received by LDC before 5pm, 31 March 2023. We will not accept late applications.

Email your complete form and supporting documents to: info@ldc.govt.nz,

If you need extra space, please use this box to add further notes.

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