



2023 Leadership and Mentoring Programs Application Form

VICTORIAN
RURAL
WOMEN'S
NETWORK

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ABOUT THE VICTORIAN RURAL WOMEN’S NETWORK

The Victorian Rural Women’s Network (the Network) was originally established in 1986 to better recognise the contributions of rural women and build stronger links to government. Since its establishment, the Network has been a forum for women to share skills, resources and information for collective benefit.

Key programs and priorities of the Network have changed over time as the needs of rural women have evolved. Today, activities are focused on improving workforce participation, growing job opportunities, and supporting more women in leadership and decision-making roles in rural and regional Victoria.

In addition to the Mentoring and Leadership Programs, the Network delivers a range of workshops and digital communications to connect women to development and training opportunities, grants and resources, and other valuable information from across the Victorian Government and our network of partners.

It is an inclusive group of rural and regional Victorian women who inspire, resource and empower each other to thrive, lead and succeed in their businesses and communities.

The Victorian Rural Women’s Network is managed by Agriculture Victoria, part of the Department of Jobs, Precincts and Regions (the Department).

Data security and ownership

Information in this application is held by the Department's secure environment once your application has been submitted.

Privacy and commercial confidentiality

The Department of Jobs, Precincts and Regions (DJPR) is collecting your personal information such as your name and contact details to assess your eligibility for the Victorian Rural Women's Network Programs and to contact you about your application. Your information will be held by DJPR and be managed in accordance with the Privacy and Data Protection Act 2014 and the Public Records Act 1974. For more information, go to the Department's Privacy Policy.

Funding Discretionary

Assessment of this application and any decision to approve funding are matters for the State of Victoria in its absolute discretion acting through its Ministers and the Department.

State not liable for claims arising from application

The State of Victoria will not be liable for any action or claim arising from or in connection with this application and its assessment.

Accessibility

If you would like to receive this publication in an accessible format, please telephone DJPR on (03) 9651 9999.

This document is also available in PDF and/or Word format at <https://agriculture.vic.gov.au/support-and-resources/networks/rural-womens-network>

The Victorian Rural Women's Program Team can provide support or accommodate your specific needs if the application presents challenges for you. Please contact the Rural Women's Network Program Coordinator by email: vrwnetwork@agriculture.vic.gov.au if you require assistance with an application.

Inclusion

Agriculture Victoria welcomes and encourages applications from women of all abilities, sexualities, cultural and linguistic backgrounds, and ages who have experience or an interest in the Victorian agriculture sector or agriculture supply chain.

If you are experiencing financial hardship or there are special circumstances which may impact your ability to accept an offer to participate in the Program as set out in the Program Guidelines, please contact the Department.

THIS APPLICATION FORM

This form allows applicants to apply to either the 2023 Rural Women's Mentoring Program OR the 2023 Rural Women's Leadership Program OR both programs. Applicants may choose to apply to both the Rural Women's Leadership Program and the Rural Women's Mentoring program but can participate in only one program in a single calendar year.

Please read through the application thoroughly as you complete it, to ensure you are supplying everything required. You can save your application and return to it before submitting. No late applications will be considered.

In submitting an application, applicants will be automatically added as subscribers to the Rural Women's Network and are welcome to participate in Network events at any time. Should applicants wish to opt out as a subscriber they can do so via the welcome email.

APPLICATION CHECKLIST

Items annotated with an asterix (*) throughout this application require responses.

All applicants are required to read and accept the **Requirements of Participants** for their chosen program before submitting an application. By submitting an application, applicants are deemed to have read and accepted these requirements, and to have agreed to comply with each requirement.

Applicants to the Mentoring Program will be asked to identify any requirements for allowances for childcare, travel and accommodation in their application.

Applicants to the Leadership Program will need to provide the following to be eligible for consideration:

- a study plan relating to the Individual Program of Study (including each course to be undertaken, the duration, mode of study/location and name of RTO);
- an estimate of costs to participate in the Program (including course fees, materials, travel, accommodation, and duration of any childcare services for a child or children of the applicant).

Advice on how to prepare this is outlined in the [Program Guidelines, and examples are available on the website.](#)

PROGRAM ELIGIBILITY

To be eligible for either program, applicants must be:

- an Australian citizen or permanent resident;
- a woman who currently resides in regional or rural Victoria;
- involved or interested in the Victorian agriculture sector and/or the Victorian agriculture supply chain; and
- able to confirm their availability for the duration of the Program as set out in the table of Program Dates.

Successful applicants may be asked to provide evidence to support their eligibility.

SELECTION CRITERIA

Applicants must address the following selection criteria in their application for inclusion in either program:

- a demonstrated interest in contributing to leadership and decision making in rural industries and communities.
- a commitment to share skills and expertise with other program participants to achieve desired outcomes;
- a commitment to implement learnings from program and achieve desired outcomes;
- demonstrate how the knowledge and skills obtained through the program will increase your ability to make a contribution as a leader in the context of the Victorian agriculture sector or agriculture supply chain;

ABOUT THE MENTORING PROGRAM

The Victorian Rural Women's Mentoring Program is a 12-month program supporting up to 16 women to work together in pairs to develop their skills and confidence and grow their capacity to participate in leadership and decision making that benefits rural industries and communities.

With the support of a skilled facilitator, mentoring pairs will assist each other to:

- reflect on their values, strengths and opportunities for development,
- identify challenges in their personal or professional lives,
- explore opportunities for career progression or business development,
- articulate goals and implement positive change with accountability and support,
- form new relationships and expand their networks with other rural women.

Mentoring pairs will be formed based on alignment of each participants' experience and development goals. Over the course of the program, each mentoring pair will meet monthly (along with their facilitator) to set goals, reflect on progress, and commit to further actions. In addition, participants will meet together as a group to explore issues impacting rural women, reflect on values, develop skills in communication and conflict management, and set goals and plan actions.

Funding Support

Capped allowances for childcare, travel and accommodation are available for those who require this support. Applicants will be asked to identify these requirements in their application.

VIEW THE 2023 RURAL WOMEN'S MENTORING PROGRAM GUIDELINES ON THE WEBSITE

ABOUT THE LEADERSHIP PROGRAM

The Victorian Rural Women's Leadership Program is a structured 12-month program which combines a Core Program of Study with an Individual Program of Study aimed at supporting women to build the skills and confidence to participate in leadership and decision making that benefits rural industries and communities.

The Program provides funding to approximately 10 women from across Victoria to enable their participation in each of the Core and Individual programs of study.

The Core Program provides an opportunity to learn with and from industry leaders, subject matter experts, and their peers in a supportive community of practice with the aim of accelerating the development of women as leaders in the context of their chosen area of study.

In addition to the Core Program of Study, participants will undertake an Individual Program of Study to support their unique leadership goals, fill skill gaps, or expand an area of interest or expertise.

As a group, participants will be encouraged to interrogate complex issues, understand government decision-making, engage in deliberate reflection, think strategically, and gain skills in governance, advocacy and communications. They will set and pursue individual and shared goals for their development as leaders.

Funding Support

Each participant is eligible for funding support to reimburse them up to \$10,000 (excl GST) of the costs incurred by participating in the Program. The costs eligible for reimbursement include the agreed costs of study, travel, accommodation, and childcare.

VIEW THE 2023 RURAL WOMEN'S LEADERSHIP PROGRAM GUIDELINES ON THE WEBSITE

Application Form

PART 1 - APPLICANT INFORMATION

Title:*

Given name: *

Surname: *

Age at application: *

Address: *

Postal address: *

Local Government area: *

Email address:*

Best contact number:*

Current employment:*

Business Name:

Industry and Sector:

Your Role:

My involvement with the agriculture sector or supply chain is:*

My highest level of educational attained is:

- Year 11 and below
- Year 12
- Certificate III-IV
- Diploma
- Undergraduate Degree
- Postgraduate Study

How did you find out about the Rural Women's Network Mentoring Program?*

- Rural Women's Network Facebook page
- Rural Women's Network (extensionAUS™) webpage
- Agriculture Victoria website
- Agriculture Victoria Facebook post
- Agriculture Victoria Twitter
- Email
- Word of mouth
- Other. Please expand:

PART 2 – LEADERSHIP GOALS

Describe your contribution to leadership and decision making in rural industries and communities to date. Provide up to 200-word response.*

Tell us how you hope to contribute to leadership and decision making in rural industries and communities in the future. Provide up to 200-word response.*

Tell us how you see participation in your chosen program will help you to achieve this. Provide up to 200-word response.*

Describe a current challenge you are facing in your business, leadership or job role. Provide up to 200-word response.*

Tell us about a time when you have taken learnings and then made a change in your business, leadership, or job role. Provide up to 200-word response.*

PART 3 – STRENGTHS AND AREAS FOR DEVELOPMENT

Select up to 3 **areas of skill, experience and expertise that you can offer as strengths** through participation in your chosen program. (Select up to 3 that are most reflective of your strengths.)*

- Finance and organisational health
- Governance and the legal responsibilities of an organisation
- Issues and advocacy
- Organisational leadership
- Coaching and mentoring others
- Small business management
- Media training and effective communications
- Conflict resolution and relationship management
- Strategy, systems thinking and problem solving
- Facilitation, public speaking and presenting
- How government works
- Leading with values and heart
- Evaluation and analysis
- Funding and grant writing
- Building community support
- Supporting inclusion and diversity
- Other. Please expand:

Select up to 3 **areas of skill, experience and expertise that you would like to develop** through participation in your chosen program. (Select up to 3 that best reflect the skills you hope to build.)*

- Finance and organisational health
- Governance and the legal responsibilities of an organisation
- Issues and advocacy
- Organisational leadership
- Coaching and mentoring others
- Small business management
- Media training and effective communications
- Conflict resolution and relationship management
- Strategy, systems thinking and problem solving
- Facilitation, public speaking and presenting
- How government works
- Leading with values and heart
- Evaluation and analysis
- Funding and grant writing
- Building community support
- Supporting inclusion and diversity
- Other. Please expand:

PART 4 – FUNDING SUPPORT

Applicants may choose to apply to both the Rural Women’s Leadership Program and the Rural Women’s Mentoring program but can participate in only one program in a single calendar year.

I am applying for:*

- Rural Women’s Mentoring Program
- Rural Women’s Leadership Program

Applicants to the Rural Women’s Mentoring Program (If identified above)

Capped allowances for childcare, travel and accommodation are available for those who require this support.

Please identify any requirements for allowances for childcare, travel and accommodation that you anticipate as part of your participation in the Mentoring Program. If no allowances are required, please note this.*

Applicants to the Rural Women’s Leadership Program (If identified above)

Each participant is eligible for funding support to reimburse them up to \$10,000 (excl GST) of the costs incurred by participating in the Program. The costs eligible for reimbursement include the agreed costs of study, travel, accommodation, and childcare. You can attach any relevant supporting documentation to your application email.

Please outline your Individual Program of Study below. This must include:*

- The education institution/training organisation name;
- The course/subject name and code (if applicable);
- A description of the course/subject;
- Course commencement date;
- Total course duration (units/hours); and
- Exact cost of tuition.

ACKNOWLEDGEMENT AND LODGMENT

- I confirm that I have read the Program Guidelines for my chosen program(s) and agree to comply with the **Requirements of Participants** listed.*
- I confirm I am an **Australian citizen or permanent resident currently residing in regional or rural Victoria**.* (Successful applicants may be required to provide evidence to this effect.)
- I confirm my availability for the duration of the Program as set out in the table of **Program Dates**.*
- I declare that the information I have provided in this application (including attachments) **is true and correct** to the best of my knowledge.*
- I declare that I am a current member of the Victorian Public Service.

SUBMIT APPLICATION BY EMAIL

Completed application forms can be emailed to vrwnetwork@agriculture.vic.gov.au.

If you are applying to the Leadership Program, this should be accompanied by any supporting documentation for your study plan and estimate of costs to participate in the program as outlined in the Leadership Program Guidelines.

Receipt of application will be confirmed by email.

THANK YOU FOR YOUR APPLICATION

Thank you for submitting an application to the Victorian Rural Women's Mentoring and Leadership Programs.

We wish you the very best of luck!

Because of your interest in our programs, you will be added as a subscriber to our regular newsletter updates. We look forward to having you as part of our community. (Should you wish to, you can opt out of receiving further communication by clicking the link in the footer of any email from us.)

We will be in touch with information on the progress of your application in coming weeks.

If the terms of your application change, please contact the Rural Women's Network Program Coordinator by email: vrwnetwork@agriculture.vic.gov.au.