

GUIDELINES

TALENT TO LEAD

Deadline for Applications: T2L PROGRAM 1 (English) September 15th 2016

Deadline for Applications: T2L PROGRAM 2 (English/French) January 15th 2017

Further Information

Annalee Adair

Annalee.adair@culturalhrc.ca

Project Manager, T2L

Cultural Human Resources Council

201 -251 rue Bank Street

Ottawa, ON

K2P 1X3

www.culturalhrc.ca

Cultural Human Resources Council will not accept incomplete applications or applications submitted after the deadline.

Program Description

Talent to Lead (T2L) is a pilot program of the Cultural Human Resources Council designed for mid-career cultural managers who are seeking to advance to the executive level of leadership in Canada.

Objectives

1. Promote and support professional development for mid-career cultural sector managers.
2. Encourage more recognition for the role of mentorship in succession planning for organizations, career transition and retention in the cultural sector.
3. Develop and disseminate targeted and relevant advice, tools and programs on human resource issues such as succession planning.

As a Mentee in T2L you will:

- ✓ work with expert facilitators who challenge and champion you as you turn your learning into action

- ✓ kick-off with a 60-minute learning burst orientation session to introduce you to the T2L program and to your peers
- ✓ spend one hour per month, over 10 months, with peers in a high-impact and in-depth webinar series focused on HR management
- ✓ have follow-up sessions after your final session to review and reflect on your learning

Eligibility

You are an ideal candidate of the T2L program if you:

- have 5 years of experience working in management
- are currently employed in and committed to a long term career in the cultural sector
- are responsible for managing and leading individuals and teams to deliver results
- have a combination of demonstrating leadership in your current role, and vision and aspiration to take on further leadership responsibilities in your career
- are a Canadian citizen or have permanent resident status, as defined by Citizenship and Immigration Canada

As a Mentor in T2L you will:

- ✓ commit to sharing your knowledge and experience with a talented mentee in one-on-one sessions over a 10 month period
- ✓ kick-off with a 60-minute learning burst orientation session to introduce you to the T2L program and to your peers
- ✓ spend one hour per month, over 10 months, with your mentee in a high-impact and in-depth webinar series focused on HR management
- ✓ have follow-up sessions after your final session to review and reflect on your experience

Eligibility

You are an ideal Mentor in the T2L program if you have:

- minimum of 15 years of experience in management in the cultural sector
- strong knowledge of the Canadian and international cultural sector including industry and/or not-for-profit organizations
- proven ability to establish and build trusting relationships
- proven track record in managing, coaching and motivating individuals and teams for success

The Cultural Human Resources Council is committed to equity and inclusion, and welcomes applications from diverse, First Peoples', cultural and regional communities, and from people with disabilities.

Program Details

IMPORTANT DATES:

T2L PROGRAM 1 (English)

Fall 2016 Application Deadline: September 15, 2016

T2L Program Participants Selected: November 1, 2016

T2L Mentorship Teams Announced: December 1, 2016

Orientation: December 7, 2016 at 1 P.M. EST

T2L Program Period: January – October 2017

T2L PROGRAM 2: (English/French)

Call for Applications Launch: December 1, 2016

Winter 2017 Application Deadline: January 15, 2017

T2L Program Participants Selected: March 1, 2017

T2L Mentorship Teams Announced: March 31, 2017

Orientation: April 7, 2017 at 1 P.M. EST

May 2017 - February 2018

Please note that the above dates may change.

Assessment of Applications

Stage 1

Eligible applications will be evaluated by the T2L Selection Committee, composed of experienced individuals who are recognized as cultural management professionals by their peers.

T2L Selection Committee members will be chosen with consideration to fair representation of Canada's two official languages, First Peoples, and the cultural and regional diversity of Canada.

All Selection Committee recommendations are final. A short-list of applicants will be asked to submit a **Stage 2 application**.

Assessment Criteria

Decisions will be based on meeting the eligibility requirements and the general merit of your application, compared with that of all other eligible applications in this national call for participants. Assessment of your application will be based on your experience and record, the potential impact on your career as cultural manager, and your potential impact on the sector with this added knowledge and experience from T2L.

Stage 2

Stage 2 assessment is for a short-list of applicants. Selection of mentees will be based on your letter of interest, employer letter of support and references. Consideration will be given to fair representation from diverse, indigenous, cultural and regional communities.

- ✓ Statement of interest
- ✓ Letter of support from employer
- ✓ 2 Letters of recommendation

Terms and Conditions

If your application is successful, the full terms and conditions will be outlined in the program agreement.

Before you apply, please note all the following conditions:

- successful applicants must still be living in Canada for the duration of the T2L program
- you and your mentor must allow photographs and public information about yourselves to be used for promotion of the program and promotional initiative
- you and your mentor must also participate fully in all program webinar sessions and activities, including media interviews

Personal Information

The Privacy Act gives individuals the right to access and request correction of personal information about themselves. The Cultural Human Resources Council will protect personal information as required by the Privacy Act.

The Cultural Human Resources Council may share information related to applications with officials in other arts and cultural industry funding agencies, on a confidential basis, to assist with program planning and evaluation.