



# Emerging Leaders Bursary Policy

## 1. POLICY STATEMENT

Balonne Shire Council recognises the positive contribution that young people as emerging and current leaders make to our community. The Balonne Emerging Leaders Bursary has been established to recognise the importance of developing leadership skills to achieve goals and build successful relationships. It is intended to support development opportunities that teach essential leadership skills such as effective communication, interpersonal skills and contextual leadership. Fundamental to this is the growth of 'self' and the ability to reflect on one's own belief systems and behaviours. Professional development teaching self-appraisal, self-acceptance, and the acceptance of others, can inspire application of creative thinking to problems. This Bursary is designed to help young people in Balonne contemplating career choices and education options, recognise their unique potential, thus helping them to take their place in society as truly empowered, resilient and confident individuals.

This policy is to provide a framework which guides the administration of Balonne Shire Council's Emerging Leaders Bursary Policy in a manner that is aligned to council's corporate and operational plans and in accordance with the Local Government Act 2009 and the Local Government Regulation 2012.

## 2. PRINCIPLES

The objectives of the Emerging Leaders Bursary are to:

- Support the development of leadership and life skills of youth in the Balonne region to achieve goals and build successful relationships.
- Develop a sense of pride for the region
- Build self-confidence by recognising potential
- Provide role models and mentors for our youth by highlighting their achievements and the pursuit of excellence

This policy is intended to provide a structure and process for awarding the Balonne Emerging Leaders Bursary to community members, which is open, transparent, legal and equitable.

## 3. SCOPE

- The Balonne Emerging Leaders Bursary (BELB) is initially funded for five years, commencing November 2019 to December 2024.
- The BELB will be co-funded through Council's annual budget allocation and funds raising activities held.
- Financial support for the bursary will be reviewed at the end of year two of the program (2021) and when fund raising opportunities arise.
- BELB will be open for nominations annually.
- BELB will have four categories
  - Junior Male (15 to 17 years)
  - Junior Female (15 to 17 years)
  - Senior Male (18 to 30 years)
  - Senior Female (18 to 30 years)
- Bursary funds are to be expended on personal and/or professional development through a course, training or development program which is deemed appropriate by the assessment panel of the Balonne Emerging Leaders Bursary.



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## 4. RESPONSIBILITY

Administration of the BELB will be the responsibility of Council's Community and Environmental Sustainability Department.

### 4.1 Community Development Officer

The Community Development Officer will:

- Coordinate opening and closing of nomination period
- Coordinate advertising and promotion of bursary
- Undertake preliminary compliance assessment of nominations
- Organize assessment panel meeting and assessment of nominations
- Maintain bursary register
- Coordinate release of bursary funds

### 4.2 Finance

Finance will provide support by:

- Internal accounting matters associated with managing the bursary

### 4.3 Assessment Panel

The assessment panel will:

- Consist of five (5) Council representatives; Three (3) Council Officers and two (2) Councillors.
- Evaluate and rate all eligible nominations against the assessment criteria outline in section 6.5

## 5. DEFINITIONS

**Council** shall mean Balonne Shire Council, its elected Councillors, its management and /or its employees

**The region** shall mean the geographic area defined within the local government boundaries.

**BELB** shall mean *Balonne Emerging Leaders Bursary*

## 6. POLICY

### **6.1 Eligible Applicants must:**

- Be permanent residents of Balonne Shire or residents of the Shire for a period of twelve (12) months prior to nomination.
- Junior awards nominees must be persons 15 years or older but not exceeding 17 years of age as at 31 December of the year of nomination.
  - o That is nominee **must not** be 18 years of age as at:



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Nomination year	
31 December 2019	2019/2020
31 December 2020	2020/2021
31 December 2021	2021/2022
31 December 2022	2022/2023
31 December 2023	2023/2024

- Senior awards nominees must be persons aged 18 years or older but not exceeding 30 years of age as at 31 December of the year of nomination.
  - o That is the nominee **must not** be 31 years of age as at:

Nomination year	
31 December 2019	2019/2020
31 December 2020	2020/2021
31 December 2021	2021/2022
31 December 2022	2022/2023
31 December 2023	2023/2024

- The nominated person has consented to being nominated for the bursary.
- The nominated person must have an identified potential personal or professional development opportunity which they would like to participate in using the bursary.
- Self-nomination will be accepted.

## 6.2 Ineligible Applicants and nominations:

- Non-completed forms will not be accepted.
- Nominees that have previously been awarded this bursary will not be eligible to be nominated in the same category for the next two (2) sequential years.
- Applications that do not meet the eligibility criteria will not be considered.
- Awards will not be granted posthumously

## 6.3 Assistance Type

- Winners of the junior category will be awarded with a bursary of \$1,000 each.
- Winner of the senior category will be awarded a bursary of \$4,000 each.
- Bursary funds are to be expended on personal and/or professional development through a course, training or development program which is deemed appropriate by the assessment panel of the Balonne Emerging Leaders Bursary
- Upon evidence of registration to chosen course/training/development the program, Council will pay bursary funds directly to the institution on behalf of the recipient.
- No funds are to be paid directly or transfer to the recipients of the bursaries



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## 6.4 Application Lodgement

- Nominations will only be accepted during the nomination period as stipulated in the guidelines.
- Nominations will be assessed against the assessment criteria.
- Nominees may be interviewed to discuss the nominee's current and future leadership aspiration and intentions for the bursary.
- Winners of the BELB will be announced on Australia Day.

## 6.5 Assessment criteria

- Eligible applications will be evaluated and rated against the following assessment criteria.

CRITERIA QUESTIONS	Weighting %
1. Nominee's connection to the Balonne Shire and the reason for your nomination?	10
2. Areas of the community the nominee is / or would like to be involved with in the future?	10
3. Nominee's demonstrated commitment to leadership in their local community	40
4. Details of how the bursary will be utilised to assist in achieving leadership skills – specific course/training/development programs	40
<b>Total %</b>	<b>100</b>

## 6.6 Assessment Process

- BELB nominations will be assessed by a panel of five (5) Council representatives; outlined in section 4.3

## 6.7 Bursary acquittal

- The applicant is asked to give a summary of his/her achievements in their chosen personal and/or professional development opportunity and their aims and goals to Council within twelve (12) months after receiving bursary.

## 7. LEGAL PARAMETERS

Nil

## 8. ASSOCIATED DOCUMENTS

- Balonne Emerging Leaders Bursary guidelines and application form