

THE HONG KONG COUNCIL OF SOCIAL SERVICE

HKCSS Institute

NGO Executive Leadership Development Programme 2010

APPLICATION FORM – For Affiliate Participant

This form should be completed and returned to HKCSS Institute, Room 1109, Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong by 19 Mar 2010 (Friday).

In compliance with the Personal Data (Privacy) Ordinance, all personal details would be kept in strict confidence.

PART I: TO BE COMPLETED BY APPLICANT

1. **Name of Applicant:** *(as appeared in your travelling document)*

*Prof/Dr/Mr/Mrs/Ms

_____ (Surname)

_____ (Other name)

_____ (Please give name in Chinese, if any)

* Please delete the inappropriate.

2. **Name of Organisation:** _____

Position: _____ Work Unit/ Department: _____

3. **Mailing Address** _____

Tel: (Office) _____ **Fax:** _____

(Mobile) _____ **E-mail:** _____

4. **Age:** 21- 30 31 – 40 41 – 50 51 or Over

5. **Education:**

Post-graduate, pls specify _____

Degree, pls specify _____

Associate degree /Diploma, pls specify _____

6. **Work Experience in NGO Sector.**

(In chronological order, starting with present or the most recent employment work experience)

Name of Agency	Position Held	Duration of Service (no. of years)	Working w. Board (Yes/No)

7. Involvement in Public Services.

(In chronological order, starting with present or the most recent public service experience)

Name of Organisation	Position Held	Duration of Service (no. of years)

8. Highlights of Continuous Learning Achievement in the last five years, if any:

Name of Study	Course Provider	Year

9. What do you expect to achieve through participating in the NGO Executive Leadership Development Programme as an affiliate participant?

10. What do you think you can contribute to the Sector as an alumnus of the Programme?

11. Selection of Workshops and Talks

Schedule of workshops and meet-the-people talks will be sent to applicant for selection if you are shortlisted after the deadline of application (19 Mar 2010).

12. Tuition fee payment procedure would be notified to shortlisted candidates after the deadline of application (19 Mar 2010)

13. Statement by Applicant

I hereby declare that all information given in this form is true and complete to the best of my knowledge. I accept that this information will be used in the selection process and that any misrepresentation will disqualify my application. I authorize The Hong Kong Council of Social Service to use my data for statistical and research purposes. I understand that I will have to take up the responsibilities as required if I am selected to join the programme.

Signature of Applicant: _____

Date: _____

PART II: TO BE COMPLETED BY BOARD OF DIRECTORS / AGENCY HEAD

1. Reasons for Recommending the Applicant:

2. If your Agency/Organisation is recommending more than one staff, please indicate your priority position for this Applicant:

Signature :

Name :

Position :

Name of Organisation :

Address :

E-mail address:

Telephone :

Date :
