**Participant Commitment to the Programme**

The NW Higher Education Action Learning Programme involves four universities – Chester, Liverpool John Moores and University of Liverpool. Its aim is to provide a space for women from participating universities to support each other to overcome work and career related challenges. The action learning sets include women from a wide range of roles with diverse backgrounds. This makes the experience a very valuable one as colleagues will have varied perspectives and a plethora of collective experiences to your own. The one context that we all share is that we work in the Higher Education sector.

Participants meet on four occasions over four months for a period of two hours and are assigned to an Action Learning Set. The focus of involvement is two-fold – gaining from and giving support to colleagues in the set. It is important that participants commit to attend all set meetings for the following key reasons:

* Set members develop a mutually beneficial supportive relationship over time that depends on continuity of input from all members of the set to which they belong.
* If a set member is absent it changes the dynamics of the set and impacts on the experience for others.
* The organisers and facilitators are contributing their own time to support women on the programme voluntarily.
* When a set member has invested emotionally into sharing their challenge it can be deflating if they are not able to share their progress with those who supported them due to lack of attendance at the next meeting.
* It evidences that you value time for personal and professional development and are willing to make it a priority.

However, in the event of sickness or a crisis that means that non-attendance to one of the meetings is unavoidable other than sick it is your responsibility to notify colleagues in your set with as much notice as possible so that they know who will be present and make a decision as to whether it is still worthwhile to meet.

The dates for this year’s action learning programme are:

Thursday 26th January 2023 from 9.30 - 12.30 -  Introduction to Action Learning and Set Meeting
Tuesday 28th February 2023 from 1 - 3 – Set Meeting
Wednesday 29th March 2023 from 1 – 3 – Set Meeting
Tuesday 18th April 2023 from 1 - 3 – Set Meeting

May 2023 - Self directed optional in person or virtual meeting (arranged by set members)

I understand the commitment required to participate in the programme and would like to be involved:

Participant type name here:

I understand the commitment involved in the programme and am happy for

\_\_\_\_\_\_\_\_\_\_\_\_\_ to be involved in the programme.

Manager type name here: