



# HERS Leadership Institute Application Weekend 2024-2025

## Instructions

It is recommended that applicants type all responses in a WORD document first in order to cut and paste from the document. That will provide you with a record of what you have submitted, allow you to edit each section as you are completing the application, and will assist you in staying within the specified word or character limit for applicable sections of the application.

To save your progress, click the 'SAVE' button at the bottom of any page. Clicking this button will bring up a pop-up window where you will enter your email address. You will then receive an email from noreply@formstack.com with a unique URL. Use this unique URL to return to your partially completed HLI Application.

## Contact Information

Salutation\*

Current Title\*

First Name\*

Middle Name

Last Name\*

Pronouns\*

Personal Email\*

Work Email\*

Preferred Email for all HERS-related Communications\*

Mobile Phone i.e. (555) 867-5309\*

Home Phone i.e. (555) 867-5309

Work Phone i.e. (555) 867-5309

Home Address (Street)\*

Home Address (City)\*

Home Address (State/Province)\*

Home Address (ZIP/Postal Code)\*

Home Address (Country/Territory)\*

\* - required



## HERS Mission, Vision and Values

### Mission

Through programs, services, and research, HERS creates and sustains a community of women and gender-diverse leaders who serve as bold agents of inclusive and equitable change for higher education.

### Vision

HERS is committed to transforming higher education by serving as the premier equity-minded leadership development organization for women and gender-diverse leaders.

### Values

**Boldness** - HERS promotes leaders who align actions with values and lead with confidence, courage, and audacity.

**Collaboration and Community** - HERS seeks opportunities to convene, partner, and collaborate with individuals, institutions, and organizations that share our commitment to advancing equity.

**Diversity, Equity, & Inclusion (DEI)** - HERS amplifies the perspectives and experiences of people, thoughts, practices, and ideas that historically have been excluded and marginalized.

Please acknowledge that you support the mission and vision of HERS.\*

\*- required

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## Education

Please list all degrees earned in reverse chronological order back to your first four-year degree. If you are currently enrolled in a degree-granting program at an institution of higher education, please list that degree/program first.

To add another degree, click on the '+ Education' at the bottom of the section.

### Education Details

Please enter the name of your Institution exactly as it is spelled. (For example, 'University of California, Santa Barbara' instead of 'UC Santa Barbara.')

Degree Earned:\*

Field/Concentration of Study\*

From Date\*

To Date\*

[+ Education](#)

\*- required

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## Professional Experience

Please provide your last three positions, and list your \*current\* position first. If you have held multiple positions at the same institution (e.g., Assistant Director of Admissions and then Executive Director of Admissions), please create a separate entry for each position. If you hold two or more titles simultaneously (e.g., Professor of English and Associate Dean for Faculty Affairs), you may submit them as one entry.

To add professional experience, click on the '+ Professional Experience' at the bottom of the section.

Current Employer/Institution?\*

Employer / Institution Name (Type it exactly as it is spelled. For example, 'University of California, Santa Barbara' instead of 'UC Santa Barbara.')

Employer/Institution Mailing Address (Street)\*

Employer/Institution Mailing Address (City)\*

Employer/Institution Mailing Address (State/Province)\*

Employer/Institution Mailing Address (ZIP/Postal Code)\*

Employer/Institution Mailing Address (Country/Territory)\*

United States



Position Title (e.g., Director of Sustainability; Associate Professor of Philosophy)\*

Empty text input field

Department/Division\*

--select an item--



Institution Category\*

--select an item--



Institution Type\*

--select an item--



Special Designation\*

--select an item--



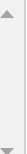
Total Enrollment of Institution (all students, including undergraduate, graduate, professional, etc.)\*

--select an item--



Type of Position(s) Held (Please select all that apply. To select more than one option, press and hold the CTRL or CMD key while selecting the values you want to include.) \*

- Administration
- Faculty
- Staff
- N/A



If you selected more than one type of position above, please describe the amount of time allocated to each role.

Empty text input field with a diagonal slash icon at the bottom right corner

Start Date\*

Empty text input field

**+ Professional Experience**

\*- required



## Career Development

### Tell Us About Your Current Role

Please list the title of the person to whom you currently report.\*

Please list the position titles of your direct reports and those for whom you have shared supervisory responsibility.\*

With whom do you work most closely to fulfill the duties and responsibilities of your current role? Help us understand the colleagues you work with on a regular basis, whether inside or outside of your department and/or division. \*

Please describe your primary responsibilities.\*

Please describe any notable accomplishments or outcomes achieved while serving in your current role. If this is a new role, please use the space provided to describe noted accomplishments in most recent roles that helped you secure your current position.\*

### Career Advancement

Thinking of your career as a whole, please list major professional accomplishments and/or achievements. It is OK to repeat what was stated above. (150 word or 1,000 character limit) \*

What professional role do you aspire to in the next five years? What do you think you need in terms of professional development—skills, knowledge, experience, and connections—in order to achieve this goal? (150 word or 1,000 character limit) \*

## Leadership Experience

Please describe any leadership projects or initiatives you have overseen. These leadership initiatives can be part of your current role, past positions, and/or include projects outside of higher education or in service to a professional association. (300 word or 2,000 character limit)\*

\*- required

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## Why HERS?

### Why now?

How did you find out about this institute?\*

Which word best describes the person that first told you about the HERS Leadership Institute?\*

Why is now the time for you to attend this institute?\*

Why would you like to attend the HERS Leadership Institute? (200 words, maximum)\*

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## Examples

Please share some examples of how your professional work has complemented the mission or vision of HERS and/or how your professional work has reflected any of the values of HERS. You can write this in narrative or list format. [Word limit of 200 words]

\*- required

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## Recommender Information

### Please Note

In order for your application to be reviewed, you are required to provide recommender information. Recommender information will be used to email the recommender a request link to submit the Letter of Recommendation.

We encourage you to discuss the availability of funding for your attendance at the time you request your recommendation. Most applicants are supported in full by their institutions although the funding may come from a mix of sources (e.g., a combination of funding from the Provost's office, President's office, and departmental professional development funds).

Once accepted into the HERS Leadership Institute, you will be asked whether you intend to apply for financial assistance. Please note that we have very limited funds available so we encourage you to discuss funding with your sponsors prior to applying.

We require one recommendation. Your recommendation should come from a senior leader at your institution like one of the following individuals: President/Chancellor; Provost/Vice-President Academic Affairs; Academic Dean; Chief Student Affairs Officer; Chief Financial/Budget Officer; Chief Diversity Officer; Chief Advancement/Development Officer; Chief Information Technology Officer; Chief Human Resources/Talent Management Officer; Chief Enrollment/Admissions Officer.

The recommendation request email will be sent to your recommender immediately after you save the information. Please alert your recommender that the email requesting their letter of recommendation is sometimes flagged as "junk" or "spam."

In the letter, your recommender must address your potential for leadership, your ability to complete a campus leadership project, an acknowledgement that your direct supervisor supports your Institute attendance, and the potential impact on both you and your institution should you be selected to participate in the HERS Leadership Institute.

Your recommendation letter is due by the application deadline. Please consult the HERS program page: <https://www.hersnetwork.org/hers-institute/> for the early-bird and regular application deadlines. Your application is not considered complete if the required recommendation has not been received. Once you have submitted your application you may view the status of your recommendation by logging into your application.

Please provide contact information for your recommender:

## Recommender Information

Recommender Salutation\*

Recommender First Name\*

Recommender Last Name\*

Recommender Email\*

Recommender Title\*

Name of Institution (exactly as it's spelled)\*

I agree to waive access to this recommendation

[+ Recommender](#)

\* - required

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## Review and Submit

After reviewing your application, please sign to confirm the information provided is correct and click "Submit."

You may not make any edits to your application after it has been submitted and it is considered incomplete until we receive your letter of recommendation. Please remember, your recommendation needs to be received prior to the application deadline for your application to be considered complete. Once we receive your letter of recommendation, your materials will be sent to the application review team.

Full Name \*

Date \*

\*- required

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