



The Care Leaders Fellowship Agreement

Between (Local Authority):

And: The Care Leaders Fellowship

This agreement is between
represented by
and The Care Leaders Fellowship.

1. Release of Staff

The Local Authority agrees to release the following staff member(s) to participate in The Care Leaders Fellowship:

Name:

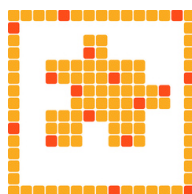
Position:

1.1 Three Fellowship Retreats

The release period for the staff member will coincide with the three Fellowship Retreats, as outlined below:

- Summer Retreat 2024: 20th – 23rd June
- Winter Retreat 2024: 5th – 8th December
- Spring Retreat 2025: 22nd – 25th May

The retreats are facilitated from Thursday – Sunday. Therefore, the request is for the release of 2 working days per retreat [Thursday and Friday].



1.2 Mandatory Online Training

Fellows will participate in 4-hour mandatory online training sessions as part of the 12 Module Learning Programme, these sessions will be facilitated between 1pm – 5pm on Fridays.

Below is the scheduled with the session title and facilitator:

- Summer Retreat Pre-meet: 10th Jun 2024
- Turning Ideas into Action | Dave Linton: 19th Jun 2024
- Consultation & co-design | Prof Maggie Atkinson: 16th Aug 2024
- Effective Storytelling | Sir John Timpson: 13th Sep 2024
- Digital Marketing Strategies | Sharzad Gemmell: 11th Oct 2024
- Building and Launching | Luke Rodgers BEM: 8th Nov 2024
- Winter Retreat Pre-meet: 29th Nov 2024
- Data Driven Decision Making | Dez Holmes: 10th Jan 2025
- Advocacy and Policy Influence | Benjamin Perks: 7th Feb 2025
- Diversity, Equity and Inclusion | TBC: 7th Mar 2025
- Ethical Considerations and Safeguarding | Karylle Phillips: 4th Apr 2025
- Spring Retreat Pre-meet: 2nd May 2025

The Local Authority acknowledges that these releases are essential for the fellow(s) to benefit fully from the program's leadership development activities.

1.3 Fellowship Fridays

The Local Authority acknowledges that The Fellowship will facilitate 2-hour optional thematic drop-in support sessions known as 'Fellowship Fridays' from 3pm to 5pm.

These sessions will serve as a regular themed space for fellows to access support and knowledge from The Fellowship team, fellow cohort members, and external experts. The themes for Fellowship Fridays will be determined by the fellows during the Summer Retreat, allowing them to set the agenda based on their needs. These sessions will provide optional support in areas such as fundraising, digital marketing, strategy, communication, co-design, systems thinking, and more.

Fellowship Fridays will also serve as a valuable support network for fellows to share their successes and challenges in developing their ideas. While these sessions are optional, they are highly recommended for the fellows' professional growth.

The 'Fellowship Fridays' sessions are online, facilitated on Fridays between 3pm – 5pm on the dates as follows:

- 5th Jul 2024
- 2nd Aug 2024
- 30th Aug 2024
- 27th Sep 2024
- 25th Oct 2024
- 22nd Nov 2024
- 20th Dec 2024
- 24th Jan 2025
- 21st Feb 2025
- 21st Mar 2025

1.4 Coaching and Mentoring

Fellows will have access to coaching and mentoring sessions as part of the programme. These sessions are self-organised between the fellow and their coach. It is anticipated that participating in these coaching and mentoring sessions may require an additional time commitment of approximately 6 hours over the duration of the programme.

1.5 Fellowship Summit

Fellows will also be invited to attend The Fellowship Summit 2025 (Date TBC). This summit is a significant event where fellows will have the opportunity to showcase their work, ideas, and celebrate the impact within their local authority. The summit is expected to last for approximately 8 hours and will provide a platform for fellows to engage with representatives from other local authorities and related bodies in the field of children's social care.

1.6 Time Commitment Summary Table

| Title | Info | Commitment |
|-------------------------------------------|--------------------------------------------------------------|----------------------------------------|
| Summer Retreat 2024 | 20th – 23rd June 2024 2 working days needed | 16 hours |
| Winter Retreat 2024 | 5th – 8th December 2024 2 working days needed | 16 hours |
| Spring Retreat 2025 | 22nd – 25th May 2025 2 working days needed | 16 hours |
| Mandatory Online Training Sessions | 11 sessions, each lasting 4 hours (from 1 pm to 5 pm) | 44 hours |
| Optional Fellowship Fridays | 11 sessions, each lasting 2 hours (from 3 pm to 5 pm) | 22 hours |
| Coaching and Mentoring | 6 sessions, each lasting 1 hour | 6 hours |
| The Fellowship Summit 2025 | 1 day (exact date to be confirmed) | 8 hours |
| Total | | 128 hours [16 working days] |

2. Financial Agreement

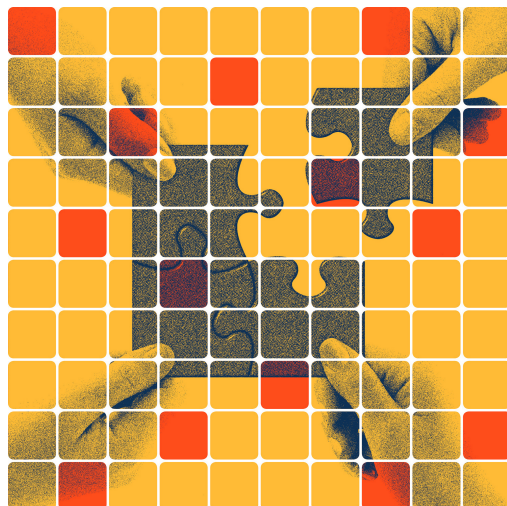
The Local Authority agrees to pay a fellow fee of £5,000 to The Programme, covering the following expenses:

- Retreats and associated expenses
- External speaker sessions
- Fellowship materials
- Coaching and mentoring sessions
- Fellowship Summit 2025

Payment of the fellow fee is due within 28 days of the announcement of selected fellows, which will be made on 1st March.

3. Additional Terms and Requirements

- The Local Authority is encouraged to support the application of two individuals: one with professional experience and one with lived experience.
- Fellows must be officially employed by the Local Authority and receive compensation at or above the national living wage.
- Applicants must be at least 18 years old to participate.
- Fellows must apply for the programme via a written application submitted with this 'Fellowship Agreement'.



This Agreement represents the commitment of:
to support the development of its staff and their idea through The
Care Leaders Fellowship Programme. It ensures that staff members
are granted the necessary release time and that financial obligations
are met as outlined above.

Local Authority Contact Name:

Signature:

Name + Position:

Date:

The Care Leaders Fellowship (countersigned upon acceptance)

Signature:

Name + Position:

Date: