



MAKE Application

Thank you for your interest in MAKE, a training Initiative Of Groundworks. Please fill out this application form as thoroughly as possible.

Name: _____

Address: _____

Day Phone: _____

Evening Phone: _____

Mobile Phone: _____

Email: _____

Date of Birth: _____

Age: _____

Male/Female: _____

Married/Single: _____

FINANCES:

Do you currently have necessary funds to pay for this course?

I am seeking to raise funds to pay for the course. Please explain how.

EMPLOYMENT:

What is your current employment?

How long have you been with your current employer? (If less than one year, please provide details of your previous employment.)

4) Please identify why you selected this “MAKE Course”:

5) What is your personal anticipated outcome from participating in “MAKE”?

6) Please share your personal vocational dream.

For each of the following, please indicate your skill or knowledge in that area

- 1 - I have never done this before
- 2 - I have done this once
- 3 - I have done this infrequently
- 4 - I have done this regularly
- 5 - I have done this intensively

Getting To Know You Better	1	2	3	4	5
I have developed a mission statement for my life					
I have developed a vision & Purpose statement for my career					
I have developed a strategic plan for my career					
I have participated in leadership training					
I have participated in management training					
I have trained leadership teams					
I have developed a budget (please state size of budget)					
I have managed a budget					
I have directed a fundraising program					
I have delegated responsibility to others					
I have worked with an administrative assistant					
I have good time management skills					
I have used different teaching methodologies effectively					
I have developed and used audio visual materials					
I have traveled outside my own country					
I have developed a cross cultural friendship					
I have researched a people group					
I have taught in a cross cultural context					
I have taught in an academic classroom setting					
I have trained in a professional context					
I have been involved in peer group mentoring					
I am in a profession that requires me to be a lifelong learner					
I have edited others work					
I have written material (journals, manuals, articles etc.)					
I have composed or arranged music					
I play a musical instrument					
I have been involved in aspects of drama production					
I paint or sculpt					
I design computer graphics					
I design web sites					
I lead a team in the workplace					
I am a critical decision taker in the workplace					
I chair meetings					
I have experience with project management					
I have started my own business					
I have trained skills as; a) a counsellor b) an advocate c) a mediator d) a coach/mentor					

REFERENCES:

Please give two references with who we can be in contact. One should be a friend who knows you well. The second should be someone who has worked with you in a professional context.

Reference 1

Name: _____

Position: _____

Address: _____

Day Phone: _____

Evening Phone: _____

Mobile Phone: _____

Email: _____

Reference 2

Name: _____

Position: _____

Address: _____

Day Phone: _____

Evening Phone: _____

Mobile Phone: _____

Email: _____

Signature _____ Date _____

PLEASE NOTE: THIS APPLICATION AND ALL ITS DETAILS ARE SUBJECT TO THE GROUNDWORK'S INITIATIVES PRIVACY POLICY AND DATA PROTECTION POLICY. THEY WILL BE USED FOR DETERMINING IF A PLACE WILL BE OFFERED ON THE MAKE COURSE. NO DETILS WILL BE MADE AVAILABLE BEYOND THOSE INVOLVED IN COURSE SELECTION.