

COMMUNITY
LEADERSHIP
ACADEMY



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Information Pack 2023/24

WELCOME AND INTRODUCTION

The Community Leadership Academy is currently open for applications and nominations!

The programme, which was set up in 2020, provides support for the people affecting change in their communities, helping them to develop and share skills and knowledge that can benefit the whole community. The first year of the programme was targeted solely at people from Big Locals (a resident-led funding programme to create lasting change in 150 areas in England). Since 2021, it has also been open to participants who are leading positive change outside of Big Local.

In this document, you'll find all you need to decide whether you'd like to apply to take part in the Community Leadership Academy programme, or whether you'd like to nominate someone else to take part.

- [What is the Community Leadership Academy? \(p.2\)](#)
- [How does it work? \(p.3\)](#)
- [Meet the Community Leadership Academy Team \(p.5\)](#)
- [Is this for me? \(p.7\)](#)
- [How do I find out more? \(p.8\)](#)
- [How do I apply or nominate someone? \(p.9\)](#)

If there is anything you want to know that's not covered in this document, we are running a Workplace Live and an online information session, offering phone calls with a member of the team, and are available to answer queries over email. For more details, see the [Get Involved](#) page.



WHAT IS THE COMMUNITY LEADERSHIP ACADEMY?

Created by Local Trust in partnership with Koreo, the Young Foundation and Northern Soul, the Community Leadership Academy provides structured support for community-led change as part of the Big Local programme and aims to increase our understanding of community leadership. The 2023/24 programme will be the Academy's third cohort.

The Community Leadership Academy provides support for the people making Big Local happen, helping them to develop and share skills and knowledge that can benefit the whole community. It is designed to help people who are shaping the future of their communities. Across Big Local, people are working together to create lasting change. If you have experienced challenges and overcome them, brought people together and helped build community spirit, then you are already playing a leadership role. The Community Leadership Academy is designed to help your Big Local area achieve even more and maximise its impact in the final few years of the programme.

Participants take part in a range of individual and group sessions. This includes personal coaching, to build your understanding of leadership, develop your own leadership, and explore how to distribute leadership capacity around you. The Community Leadership Academy is open to any volunteers actively involved in delivering Big Local projects, including Big Local partnership members. We are looking for people who want to explore their own potential and the change they can bring to their neighbourhoods by working effectively with others.



The second cohort of participants recently completed the Academy in October 2022. In total we've had 112 people from 56 Big Locals take part – you could soon join this group!

Read more about the Community Leadership Academy on the [Local Trust website](#).

HOW DOES IT WORK?

The Community Leadership Academy is a 12-month programme made up of a mixture of individual and group sessions. You will be required to commit around 3-4 hours per month to the programme. It starts in March 2023, with the first in-person Welcome Event on 12 May 2023 and finishes in March 2024. You take part as an individual, and there will be opportunities to think about how you bring your learning back into your Big Local partnership.

WHAT YOU'LL DO

Participants take part in the Community Leadership Academy in two main ways. The first is the sessions you'll join as part of a group of fellow Big Local leaders, and the second is the meetings you'll have as an individual with a coach.

GROUP SESSIONS

Group sessions are your opportunity to meet each other, explore common issues, and come together around shared priorities. There will be a chance to learn from the facilitators and each other, and share your own knowledge. The sessions will be split into three sections, and each will have a different focus.

1. The first section will focus on Understanding Leadership; exploring what 'community leadership' actually means, and reflecting on your own leadership abilities and styles.
2. The second section will focus on Developing Leadership; considering how to develop your own leadership skills, in relation to your volunteering but also considering your relationships with others in your community.
3. The final section will look at Distributing Leadership; thinking about sharing leadership with others, and supporting others to lead change in their communities.

As well as some in-person events, there will be different kinds of group sessions over the course of the programme, led by the programme partnership team. These sessions will be run over Zoom and last 2.5 hours (with plenty of breaks!). There will be one session a month throughout the duration of the programme.

The key ones are:

1. Core workshops: in these sessions you will meet with the rest of your group to explore the different leadership themes as outlined above.
2. Problem-solving: we want to ensure the Community Leadership Academy feels as practical and applicable to real life as possible, and so these sessions provide space to create solutions to community-based challenges together.

INDIVIDUAL COACHING

Coaching is a form of one-to-one support and will be at the heart of your Academy experience. In a series of confidential conversations between you and a leadership coach, you will define personal goals and agree steps you can take to achieve them – all at your own pace. The important thing about coaching is that it is directed by you, meaning you choose what to focus on, and your coach works with you to think it through in your own way. You may use the coaching to help you think through particular situations

as they arise, or you might use multiple sessions to think about something bigger, like building your confidence or dealing with a specific project.

Participants will have 5 sessions with a coach over the course of the programme. Many participants will decide to have one session every two months, but you can decide the frequency as well as the focus when you speak to your coach at the beginning of the programme. If you join the Community Leadership Academy, we'll introduce you to your coach via email at the start, so that you can organise your first session at a time that's convenient for you.

TIME COMMITMENT

Our expectation is that everyone taking part in the Community Leadership Academy will be able to commit around 3-4 hours per month across coaching and group sessions. We know how busy people involved in Big Local are, so we have tried to balance having enough time for the programme to be valuable with not overloading people.

Most of the sessions will take place over Zoom. However, there will be two points in the programme where we will all come together in person, as we know from previous feedback how valuable this can be. There will be an in-person Welcome Event near the beginning of the programme on 12th May 2023, and another in-person event halfway through the programme. All travel expenses and accommodation the night before (where required) will be covered for these in-person sessions.

People who complete the programme will be provided with a certificate that confirms and celebrates that they have fully taken part in the Community Leadership Academy. In order to officially 'complete' the programme participants need to have

participated in the majority of sessions between March 2023 and March 2024. Once you've finished the programme and received your certificate, you will automatically join our growing network of Community Leadership Academy alumni.

WHAT YOU'LL NEED TO TAKE PART

We want to make participating in this programme as easy as possible. We know that some people may feel less confident taking part in something like this, and we are on hand to support everybody. Here is what you'll need to take part in the programme:

- **Access to the internet:** given the spread of Big Local volunteers across the country, the programme will be mostly delivered online, so you will need to be able to access the internet.
- **Technology:** you'll need a computer, laptop, tablet or smartphone with a microphone and built-in camera or webcam. We'd recommend you try to join with a computer, laptop or tablet if possible, as the bigger screen will make group calls easier.
- **Zoom:** we'll be using the video-calling platform Zoom (which is free to download) for all of our group sessions. You may also want to use Zoom for your sessions with your coach. Instructions on how to use Zoom are available as part of Local Trust's [wider guidance on staying connected](#).

However, if you don't currently have any or all of the above (or are worried about it) please do not let it stop you from putting yourself forward for the Community Leadership Academy. Just email Leila.Nicholas@localtrust.org.uk – we are here to make sure support is available to all those interested in taking part.

MEET THE COMMUNITY LEADERSHIP ACADEMY TEAM

The Community Leadership Academy has been created by Local Trust in partnership with Koreo, the Young Foundation and Northern Soul. Several people from the partnership will be involved in supporting you over the course of the programme, some of whom you may have already met or spoken to. Here are some of the key people!



Rachel is the Founder and CEO of Koreo. She has spent 30 years working in community development and civil society, starting as a volunteer. She specialised in developing community initiatives in the field of mental health before setting up Koreo.



Helen is the CEO of the Young Foundation. She has spent the past two decades supporting charities, communities, the private sector and the government to embrace social innovation and is a strong advocate for the power of technology to build stronger, more connected communities.



Ned is a Director at Koreo, where he leads the team delivering the Community Leadership Academy. He grew up and works in London, and has spent the last 10 years working in and with civil society around the UK, almost always focused on working with people to figure out their contribution to building a better world.



Sheetal is part of the Koreo team, where she manages their community-focused programmes, including the Community Leadership Academy. Her background lies in community development, education and youth work, and she is passionate about supporting grassroots civic change that centres inclusion and accessibility.



Ellie is a Projects Officer at Koreo, and a current trainee on the Charityworks programme. She is passionate about social change and has previously undertaken a number of volunteering roles in various organisations. She will be supporting the day to day running of the CLA along with Sheetal.

YOUR COACH

At the beginning of the programme you will be introduced to a qualified coach, who will work with you throughout your time on the Community Leadership Academy. All the coaches working on this programme are experienced in and passionate about what they do. Many of them will have already been involved in coaching Academy participants in previous years. The coaches are based all around the country, diverse in identity and experience, and really committed to making this experience valuable for participants.

At the beginning of the programme you will have an introductory call with the coach we've matched with you. There will be an opportunity for participants to change coach if necessary, though that hasn't happened yet!

OTHER BIG LOCAL LEADERS

One of the most important parts of this experience will be the connection you build with other Big Local leaders. Our expectation is that you will be in a group of around 25 people from around the country working in all sorts of different communities. These are the people you'll be working with in group sessions, and we've found that these relationships and connections often extend beyond the programme. You may already know some people from other partnerships, but if not you'll have plenty of opportunities to meet the rest of the group, beginning at the in-person Welcome Event on **12th May 2023**.



IS THIS FOR ME?

The Community Leadership Academy is for anyone involved in their Big Local area who wants to increase their ability to make a positive difference in their community.

ELIGIBILITY

The Community Leadership Academy celebrates and supports a wide range of community leaders. It is open to anyone participating in Big Local as a volunteer. You do not need to have a formal leadership role (like chair) in your partnership, be a particular age, or have a minimum level of education. This year, we are collecting some information at the application stage. This is not assessed as part of your application, but is to help us understand who applies and to ensure the programme is accessible to everyone. The most important thing is that you're willing to learn and are ready to commit to the experience!

Big Local volunteers will form one cohort/group and take part in sessions together. There may be a second cohort of participants from external partners, who may join some of the sessions with Big Locals.

There are 25 spaces available for Wave 3 of the Community Leadership Academy.

We will review applications based on the following:

- How the individual could benefit from participation
- The potential benefits for their partnership and delivery of their partnership's plan
- What their participation might mean for the wider community

We will also aim to have participants from a range of different areas represented in the programme.

As outlined above, participants will need:

- To be able to commit 3-4 hours per month across coaching and group sessions through the period of the programme
- Access to a device and internet connection, as most sessions will take place online.

AM I A LEADER?

When we hear the word 'leader', we often think of people with big personalities who have a lot of formal power. As a result, many people who are active in their communities either don't see what they do as leadership, or feel uncomfortable being described as a leader. Part of what we do at the Community Leadership Academy is unpick and reframe the concept of 'leadership', and how this applies to community settings.

From our perspective, if you are involved in your Big Local and want to use your time and talent to make a positive change in your community, then you are showing leadership. Many of the people who've participated in the Academy did not see themselves as leaders – but through the programme have been able to recognise that they are demonstrating leadership skills and behaviours in their volunteering. So, whether you currently think of yourself as a leader or not, or have negative associations with the term 'leadership', if you think you would get something out of this programme, and in particular if you think your community might benefit from you taking part, we would encourage you to apply or get in touch to find out more.

HOW DO I FIND OUT MORE?

The Community Leadership Academy is for anyone involved in their Big Local area who wants to increase their ability to make a positive difference in their community.

INFORMATION SESSIONS

We know that taking part in the Community Leadership Academy will be a step into the unknown for many people. So we wanted to give you an opportunity to find out more about the programme, meet some of the people who will be working on it, meet some of the other people who are interested in taking part, and see what it might be like to participate in a session.

We will be running one Workplace Live and one online information session for those who are interested in learning more about the Community Leadership Academy, and provide an opportunity for you to ask any questions you may have.

1. **Workplace Live: Tuesday 6th December 2022, 12pm-12.30pm** (will be recorded and available to watch again on Workplace)
2. **Community Leadership Academy Information Session on Zoom: Thursday 12th January 2023, 12pm-1pm**

These sessions are open to anyone interested in the Community Leadership Academy. They will be a great chance to get a sense of the programme, so please feel free to join if you are interested in taking part but would like to find out more before committing. We will also be recording these sessions so please get in touch even if you can't make these times.



ONE-TO-ONE CONVERSATIONS

We know it can sometimes be useful to chat with someone directly so you can ask specific questions that you might not want to ask in a group. We are going to offer slots throughout the recruitment period where you can chat with Sheetal, the Community Leadership Academy Project Manager – she will be able to answer any questions you might have and help you decide if this is for you.

You can book a [121 Zoom slot with Sheetal](#).

ASK A QUESTION

Finally, we are available to answer questions over email. If you have a question let us know on leadershipacademy@koreo.co and we'll get back to you as soon as we can!

HOW DO I APPLY OR NOMINATE SOMEONE?

The Community Leadership Academy is currently open for applications to join the programme in March 2023.

There are two routes for getting involved in the programme: applying yourself, or nominating someone else.

APPLY TO TAKE PART

If you know that you want to take part in the Community Leadership Academy then you can apply straight away. You will be asked for: your contact details, for some information about you, to confirm you've read this document, and that you understand the nature of the programme (and can commit to participating). We will also ask you some fairly open questions to understand why you're interested in taking part and what impact you think participation could have.

The application form will need to be completed before **1pm** on **Friday 27th January**.

[Application form](#)

NOMINATE SOMEONE

We understand that some people who are active in their Big Local area might not think this is for them. Our experience so far is that this is often to do with confidence. We have also found that for some people it can make a huge difference if another

person nominates them to take part. Often, the nomination in itself is a big confidence boost! If there is someone in your partnership you think might gain something from this programme, we would strongly encourage you to nominate them. If you want to nominate someone to the programme you will need to complete an online form sharing your details, and the details of the person you'd like to nominate. We'll then be in touch with the person you nominated to see if they would like to find out more or take forward an application. We will get back to you if the person you nominate is accepted onto the programme.

The nomination form will need to be completed as soon as you can, but no later than **5pm** on **Friday 23rd December**, so that whoever you're nominating has time to decide whether this is for them and to apply.

[Nomination form](#)

TIMELINE

The timeline for applications and nominations is as follows:

- **5pm** on **Friday 23rd December**: deadline for nominating someone
- **1pm** on **Friday 27th January**: deadline for applying

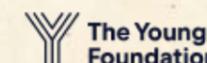


THANKS!

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