



## Jawun Virtual Secondment Nomination Form 2020

### Nominee details

Name:

Position:

Classification:

Agency:

Division:

Email:

Work phone number:

Mobile number:

LinkedIn Profile (URL):

### Alumni details

Have you undertaken a Jawun secondment previously?  Yes  No

If yes, please provide your region and year of secondment.

Have you stayed connected to the region?  Yes  No

How have you stayed connected?

### Working arrangements

Please indicate your current/most recent physical working arrangements:

Working from home  Working at office/site  Partial work from home  Other

If 'other' please provide more detail:

Please indicate your intended physical working arrangements for a virtual secondment:

Working from home  Working at office/site  Partial work from home  Other

If 'other' please provide more detail:

### Applicant availability

Please select the months that you are available to commence work on the virtual secondment:

July  August  September  October  November

Please select the hours you are available to work on the virtual secondment:

100 hours  100-150 hours  150-200 hours  200-250 hours  <250 hours  Other \_\_\_\_\_

Please select the days that you are available to work on the virtual secondment:

Mondays  Tuesdays  Wednesdays  Thursdays  Fridays



## Applicant motivation

Please explain your motivation for applying for the Jawun Virtual Secondment Program.

Please continue to the next page.



## Applicant skills

Please outline your top three skills:

1.

2.

3.

In a virtual/distributed working environment, which of your skills are most transferrable?

1.

2.

3.

Please indicate your level of skill. The skills will be used to inform an appropriate project. Please leave blank if you do not have skills or are not confident in that area.

### Skill level

Very High

High

Medium

Administration

Architecture/Town Planning/Build Environment

Board experience and expertise

Business Analysis/Business Improvement

Business Case Development

Business Planning/Enterprise Development/Strategy

Change Management

Communications: Marketing/Public Relations

Communications: Creative/Writing

Complexity and Systems Thinking

Contract Management/Procurement

Data Analysis

Engineering

Emotional Intelligence

Entrepreneurial/New Ventures

Environment

Finance

Governance

Healthcare/health and wellbeing

Human Centred Design

Human Resources (including HR systems, Performance/IR)

Information Management

Information/Communications Technology Management

Information Technology: app/software development, engineer

Leadership Development and Mentoring

Legal

Media/Social Media

Policy Design

Program Evaluation

Program Research, Design, Development, and Implementation

Project Management

Research/Research Analysis

Scientific (including environmental science)

Strategy/Strategic Planning

Stakeholder Engagement

Statistician (including census data)

Teams: distributed efficiencies

Tourism

Training, Learning & Development, Coaching

Workplace Health, Safety & Wellbeing

(Other skill set not covered above)



## Nominee declaration

I ....., confirm that:

- The information provided is true to the best of my knowledge.
- If selected I will participate to the best of my ability in the Jawun Virtual Secondment Program 2020.
- If selected I will participate fully in the debriefing, assessment, surveys and evaluation processes following the secondment. I also agree to provide OCPSE with a case study of my time on secondment.

Signature: ..... Date: .....

## Manager support

I have reviewed this nomination and support the nominee's participation in the Jawun Virtual Secondment Program 2020.

Title:..... Given Name:..... Surname: .....

Position:.....

Signature: ..... Date: .....

**Endorsed nominations should be forwarded to [OCPSELeadershipAcademy@sa.gov.au](mailto:OCPSELeadershipAcademy@sa.gov.au)**

### For further information on a Jawun SA Government Virtual Secondment

- Visit the OCPSE Jawun page on the Office of the Commissioner for Public Sector Employment web site.
- Email [OCPSELeadershipAcademy@sa.gov.au](mailto:OCPSELeadershipAcademy@sa.gov.au) or telephone Donna Robb on 8204 2271 or 0466 025 884.