



**KTF**

**Archer Leadership Development Program**

**CALL FOR APPLICATIONS**

**2023 INTAKE**

**Proudly Supported by**

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MINING LIMITED



## OVERVIEW

Kokoda Track Foundation (KTF) is an international aid organisation working in Papua New Guinea. KTF supports communities in PNG overcome some of the tremendous challenges they face today. From a lack of adequate health care, to the half a million children who are unable to attend school because of the lack of teachers, resources, infrastructure and government capacity, KTF aims to make a tangible impact in the lives of the most vulnerable. In 2023, KTF is celebrating 20 years of life-changing impact in PNG.

We run programs in the vital areas of education, health, equality and leadership across remote and rural communities right across Papua New Guinea. Education is the key to PNG's future. Investing in a strong, confident and empowered generation of teachers, quality school infrastructure and high quality learning environments for children in remote and rural PNG is the focus of our work in education. KTF believes that everyone has a right to inclusive, equitable and quality education. In health, KTF is supporting up to 17 health facilities across the Oro and Central provinces by investing in CHWs and supplying a quarterly supply of drugs, medical resources and water, sanitation and hygiene solutions. KTF is on the front line of the COVID-19 response and via its Project Airborne initiative, has distributed thousands of hand washing solutions, PPE and awareness messaging across three provinces in PNG. KTF is also working with expert partners to design and deliver innovative specialist training in eye health and child and maternal healthcare, literally saving lives. KTF's equality program is supporting women in small business, sewing and making sanitary products for women and girls in rural and remote communities – facilitating easy and affordable access for those who need it most all whilst generating alternative income for themselves and their families. KTF is also addressing family sexual violence and domestic violence via its Project Zero initiative in Oro Province – supporting awareness, facilitating referral pathways and operating a safe haus – all a first of its kind in Oro Province.

In 2023, KTF is continuing its **Archer Leadership Program** – an opportunity for students studying across **all tertiary institutions** in Papua New Guinea. The Archer Leadership Program is a year-long leadership development opportunity for exceptional PNG tertiary students who have **demonstrated leadership potential**. The program offers successful recipients a year-long suite of activities and programs aimed at developing their leadership skills and abilities. The premise behind the program is that intensive leadership support and resource investment during a student's final year of tertiary studies will provide the recipient with a new platform to engage in leadership work and activities after they graduate.

The leadership program will identify, foster, and invest in an annual cohort of promising leaders and will provide a range of opportunities and resources to grow their leadership skills.

### Important note regarding COVID-19 and vaccination

The COVID-19 pandemic has caused chaos globally and both PNG and KTF are not exempt from its impact. All of KTF's projects have pivoted to address some of the challenges cause by the pandemic. The Archer Leadership Program is no exception and some changes have been made to the 2023 program which is outlined below. Please note, that due to potential domestic and international travel, as well as group workshop formats, **it is strongly recommended that all Archer Leaders are fully vaccinated** against COVID-19. **This is NOT a mandatory requirement in 2023**, however, KTF strongly supports vaccination against COVID-19 for the protection of its staff and other Archer Leaders.

## PROGRAM OUTLINE

The year-long Archer Leadership Program consists of the following activities and opportunities:

- Education investment – the program covers a **contribution** towards the students' tertiary fees for the final year of their studies at University or College in PNG<sup>1</sup>.
- Living allowance – the program provides a **contribution** towards the students' boarding and food costs for the final year of their studies at University or College in PNG.
- Resource investment – each student receives an allowance to purchase educational and other relevant resources for their tertiary studies and leadership development. Resources may include laptop computers, mobile phones, wireless internet connections, textbooks, reading books, professional attire and materials to assist specific study areas.
- Leadership courses – the cohort of students will participate in a number of leadership workshops throughout the year with presenters and facilitators joining in person and virtually. It is anticipated that a 2 day workshop will be held upon commencement of the program.
- Mentoring – each student will be matched with a mentor in PNG, Australia or beyond who will support them with guidance and coaching during their year-long leadership program. This one-on-one support is vital to students' learning throughout the year and has been shown to have an enormous and transformative impact on students' self-esteem, motivation, future goals, and leadership development.
- Community Project - students will also undertake a community development project during the course of the year and will be supported financially and with mentoring and project supervision to undertake this project.
- COVID-19 has significantly disrupted international travel. As such, the two-week exchange trip to Australia is TENTATIVE<sup>2</sup> in 2023. If the exchange trip is cancelled due to COVID-19, elements of the exchange will be replicated throughout the 2023 leadership workshops.

*To help celebrate KTF's 20<sup>th</sup> anniversary and with thanks to the generous support of the Fred P. Archer Trust, managed by Perpetual Trustees, Newcrest Mining and Kina Bank, we will be awarding 11 Archer positions on the 2023 program – our highest number of Archer Leaders ever.*

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<sup>1</sup> Students must be enrolled in their final year at a tertiary institution in PNG in 2022.

<sup>2</sup> Students are strongly encouraged to be fully vaccinated against COVID-19 prior to application.

## ELIGIBILITY (please read carefully)

- Applicants must be in their **final year** of tertiary education at a University or College in PNG in 2023;
- Applicants are strongly encouraged to be **fully vaccinated against COVID-19** with any of the approved vaccines in PNG. Note – in 2023, this is NOT a mandatory requirement.
- Applicants must be PNG citizens and of PNG heritage;
- Applicants must be aged between 18 and 35 years of age;
- Applicants must be willing and able to participate in **all components** of the Archer Leadership Program including all leadership workshops and a potential international or domestic trip within PNG. Please note that some workshops and program elements will occur over **some weekends** throughout 2023.  
**If you cannot commit to these weekends then you are not eligible to apply;**
- Applicants must be willing to abide by all of the Kokoda Track Foundation’s policies (during all program activities) including its strict *No Alcohol Drugs & Betel Nut Policy, Child Protection Policy & Child Protection Code of Conduct, Prevention of Sexual Exploitation, Abuse and Harassment Policy and KTF’s Code of Conduct.*

## SELECTION CRITERIA

The *Archer Leadership Program* is a **PNG-wide** program and KTF is now calling for nominations from all tertiary institutions across the country. Students will be asked to submit a detailed application (see attached form) to KTF. 20-25 applicants will be shortlisted and will undergo an extensive interview with an expert panel. Students will be selected on the basis of strict selection criteria including:

- Gender equality
- Academic merit and effort
- Leadership exposure & potential
- Commitment to community
- Quality of application
- Socioeconomic background and need

### **Applicants must address the following criteria in their application to KTF:**

***Academic Excellence*** – applicants must have and demonstrate evidence of outstanding academic achievement in their tertiary (and prior) studies in PNG. Evidence will include academic University/College course transcripts, HSC results, and other awards and achievements. Students must also demonstrate strong academic effort and commitment to their studies and must support this with examples of both academic performance and extra-curricular academic activities.

***Leadership Potential*** – applicants must demonstrate leadership potential and prior experience. Applicants should be recognised by their community, peers, and fellow leaders as having leadership potential and must demonstrate this via references and relevant appointments (such as election to the Student Representative Council, Leadership roles within university or college & high school, leadership roles in sporting teams and similar achievements). Please consider both informal and formal leadership roles held and tell us everything.

***Commitment to Community*** – applicants must demonstrate a strong commitment to their community and the broader PNG society. Applications must demonstrate a commitment to helping others and participating in community work and other voluntary projects (within their university context, home context, village context or more broadly).

***Disability inclusive*** - people with a disability are encouraged to apply for the Archer Leadership Program and will be supported to participate in the year-long program.

***Gender equality*** – KTF is committed to gender equality in all aspects of its operations and programs, including the Archer Leadership Program. KTF strives to shortlist and select an equal number of women and men.

## KEY DATES

8<sup>th</sup> December 2022 – **Applications open.**

31<sup>st</sup> January 2023 – **Applications close at midnight (no extensions to deadline).**

6<sup>th</sup> February 2023 – Shortlisted candidates contacted and invited to interview.

Thursday 2<sup>nd</sup> & Friday 3<sup>rd</sup> March 2023 – Interviews in Port Moresby (or virtually via video link) for shortlisted candidates.

3<sup>rd</sup> March 2023 – 2023 Archer Leadership Award Winners announced.

4<sup>th</sup> – 5<sup>th</sup> March 2023 – **Leadership Workshop** in Port Moresby – tentative - to be confirmed.

Late March 2023 – **Mentoring Program Begins:** Recipients matched with mentors and begin coaching

Late March 2023 – **Tuition Fees and Boarding Support:** Tuition fees and boarding costs will be reimbursed to the Archer Leaders. Evidence of enrolment, tuition invoices and evidence of payment of fees will be required.

May 2023 – Leadership Workshop conducted on a Saturday & Sunday in May.

Mid-Late June 2023 – **Tentative – Australian Exchange Trip:** If quarantine free travel in both directions is available and it is safe to do so, KTF will facilitate a leadership exchange trip to Australia.

March 2024 – Awards Ceremony: Recipients graduate as the *2023 Fred P. Archer Leaders* at a ceremony in Port Moresby attended by KTF and prominent guests.

*NB. The above dates are estimates and are subject to change. Please also note that some activities fall on a weekend. **Applicants must be willing to participate in program related activities that fall on weekends.***



## Application Form – 2023 Archer Leadership Program

There are 3 different ways to apply for the 2021 Archer Leadership Program.

1. You can complete your answers to the questions by typing directly into the spaces below. Then, please email your completed application with attachments to: [admin@kokodatrackfoundation.org](mailto:admin@kokodatrackfoundation.org)
2. You can print this form and complete it by hand, then scan and email to [admin@kokodatrackfoundation.org](mailto:admin@kokodatrackfoundation.org) or deliver it to our Port Moresby office with your attachments.
3. You can apply online <https://forms.gle/t8bZE1quU8FcmvPV6>

The choice is yours – good luck!

<b>1. APPLICANT'S DETAILS</b>	
First name(s):	
Surname:	
Date of birth:	Gender: Female Male
Age:	
Where is your home village and where are your parents from? (include village and province details)	
Do you have a disability? Y / N (if yes, describe your disability)	
Which University or College do you attend?	
What tertiary course are you studying?	
Will you be in your final year of study in 2023? <sup>3</sup> Yes / No	
Are you fully vaccinated against COVID-19 with a PNG approved vaccine? <sup>4</sup> Yes / No	

<sup>3</sup> Only students in their final year of tertiary studies are eligible to apply

<sup>4</sup> Applicants are strongly encouraged to be vaccinated against COVID-19.

Home address if not living on campus:

Mobile:

Email:

Where did you hear about the Archer Leadership Program?

## 2. ACADEMIC EXCELLENCE

What is your most recent GPA: \_\_\_\_\_

Describe your academic background? (Attach supporting documentation including university/college transcripts, references, awards and other achievements, and HSC transcripts etc) Please include details of any extra-curricular academic studies (outside of school & university).



### **3. LEADERSHIP POTENTIAL**

**Discuss your leadership potential and prior leadership experience (Attach supporting documentation including references, peer/other recognition of leadership experience/potential. Remember to include official & unofficial leadership roles held etc).**

#### 4. VISION FOR PNG

What is your personal vision for PNG? Where do YOU see your country headed over the next decade? What role do YOU have to play in this?

#### 5. COMMUNITY INVOLVEMENT

Discuss your commitment to your community and the broader PNG society. (Attach supporting documentation including references, evidence of volunteer work/community work, etc) Please list & explain all community development & volunteering roles you have held.

## 6. FAMILY BACKGROUND

**Describe your family background including information about socioeconomic status and family need. (Include information about your parents' and siblings' employment status and information about how you have funded your tertiary studies to date)**

**7. OTHER INFORMATION**

**Include additional information and documentation that you think is relevant and will strengthen your application**

**8. REFERENCES**

**Please include ONE written reference to support your application. Please also provide TWO referee's contact details in the space below for KTF to contact should you be shortlisted:**

Referee 1:

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Position: \_\_\_\_\_

Contact Number/email: \_\_\_\_\_

Referee 2:

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Position: \_\_\_\_\_

Contact Number/email: \_\_\_\_\_

## 9. ATTACHMENTS

**Please ensure you include the following attachments in your application:**

- All University Academic Transcripts
- HSC Certificate
- Any completion certificates of extra academic courses undertaken (if applicable)
- Leadership supporting documentation (including any completion certificates or appreciation certificates)
- Evidence of volunteer community work
- Written Reference 1
- Photocopy of either Student ID OR Passport OR NID Card

**Please email all completed applications to:**

**[admin@kokodatrackfoundation.org](mailto:admin@kokodatrackfoundation.org)**

**Or, you can deliver your application in person to our office in Port Moresby**

*KTF*

*Level 1*

*Monian Tower*

*Douglas Street*

*Downtown, Port Moresby*

*Alternatively, you can now apply online directly by completing the application form electronically:*

<https://forms.gle/t8bZE1quU8FcmYPV6>

*\*Please note, KTF would prefer email or online applications*

**\*\*Applications for the 2023 Archer Leadership Program close at:**

**11.59pm on Tuesday 31<sup>st</sup> of January 2023.**

**If you have any questions about the program or your application please contact:**

Jenny-Lee Booth, Administration & Programs Manager

[jenny-lee@kokodatrackfoundation.org](mailto:jenny-lee@kokodatrackfoundation.org)

[www.ktf.ngo](http://www.ktf.ngo)