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22 November 2019

Dear Colleagues

RE: The Boardroom Apprentice Programme

I hope this letter finds you well. Your Boardroom Apprentice has been with you now for three months and I know how appreciative they are for the opportunity you have given them. I trust that your Board and organisation are gaining from this experience also.

The previous cohorts of the Boardroom Apprentice have taught us a lot, in particular the increasing demand from people from all backgrounds, ages and abilities who want to serve on our boards in the public and third sectors. Programme evaluation and feedback has been very beneficial in highlighting changes that should be considered for the next programme. The role of the Host Board and Board Buddy plays a significant part of the full Boardroom Apprentice experience. Where boards are enabling the Boardroom Apprentice to engage fully in a supportive way, unsurprisingly the learning has been much richer, than where there was less support provided. Likewise, the board buddy role, where it was delivered really well the Boardroom Apprentice is benefitting immensely.

We are in the process of preparing for a Boardroom Apprentice 2020 Programme. With that in mind, I am reaching out to explore if your Board would like to join us again next year? (2020 Programme will run from 1st September 2020 – 31st August 2021).

Demand for the programme remains high. We are keen to add to our Host Board compliment this year, so you may be aware of other boards that might be suitable. Please connect them in with me (jill.evans@finance-ni.gov.uk) directly.

I have attached two documents for you:

- i. Host board information booklet – this provides further details for your board and executive team to consider; and
- ii. Host Board Template for completion – this is required to support the recruitment campaign.

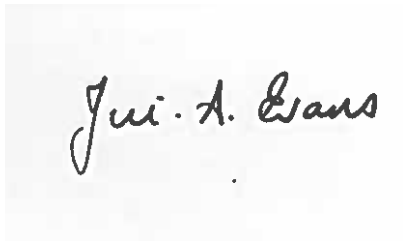
To support planning and timelines, confirmation to be a 2020 Host Board is required by 31st January 2020 (jill.evans@finance-ni.gov.uk). If you can send it through before that with the completed Host Board template, that would be very helpful.

I look forward to hearing from you. As always, Eileen is available to you if you wish to discuss.

Thank you for giving the opportunity to an aspiring board member.

Very best wishes.

Yours sincerely

A handwritten signature in black ink that reads "Jill A. Evans". The signature is written in a cursive style with a large initial 'J' and 'E'.

JILL EVANS

Enc:

1. Host Board Information Booklet
2. Host Board Template for completion