



WOMEN in Transport

Leadership Development Scholarship Program

GUIDELINES 2024

Updated December 2023

WOMEN IN TRANSPORT

Introduction

Established in 2017, the Women in Transport (WiT) program was the first of its kind in Australia. It takes a strategic and comprehensive approach to shifting the dial in a sector typically dominated by men.

During this time, we also saw the introduction of the **Victorian Government's Gender Equality Strategy (2020)** and the launch of the **WiT 2021-2024 strategy**.

The aim of increasing participation of women in the Victorian transport sector continues, as we strive to have a workforce that is a true representation of the Victorian community.

A strategic objective of the strategy is improving access to employment and career advancement for women and people of diverse gender identities.

The WiT Leadership Development Scholarship Program continues to be a key focus area to meet this objective, supporting high potential women to rise to senior positions and remain within the industry.

Three scholarships up to the value of \$30,000 each will be available in 2024 for leadership development courses at an Undergraduate, Masters, Postgraduate and executive level, relatable to the transport / transport infrastructure industry. This program is delivered by the Major Transport Infrastructure Authority's (MTIA) Level Crossing Removal Project on behalf of the Department of Transport and Planning.

For more information on the broader WiT programs, visit: vic.gov.au/women-transport-wit-leadership-development-scholarships



Eligibility

Scholarships are open to all women (including transgender women) and non-binary and gender diverse people, employed by the Victorian Public Service (VPS) within MTIA and its projects, or by DTP and its associated agencies and V/Line. You must have completed your employment probation period or if on a contract, this must cover the scholarship period.

Inclusion and Diversity focus

People from diversity cohorts (Aboriginal and/or Torres Strait Islander people, those with disability, people who arrived as a migrant, refugee or asylum seeker, Culturally and/or Linguistically Diverse (CaLD) and LGBTIQ+ community members) are strongly encouraged to apply.

Please refer to the application process and guidelines on page 3 for details.

We recognise that gender is a self-identification, and that there is a range of language that people may use to articulate their experience of gender. Gender self-definition is at the discretion of the individual.

Administration of scholarship funding

- Funds will be administered by the Level Crossing Removal Project (LXRP) Finance Team.
- Recipients must abide by requirements set by the LXRP Finance Team in relation to administering the funds.

- Funds will be paid directly to the academic institution for fees associated with the approved course of study.
- Funds cannot be used to retrospectively pay for course fees.

To retain your scholarship, you must:

- continue to be employed in the VPS by MTIA, DTP or its associated projects and agencies and V/Line;
- continue to be enrolled in the approved course of study put forward in the application; and
- provide confirmation of your circumstances or any additional criteria required, during the term of the scholarship.

Commencing study

The approved course of study must be commenced within 12 months of receipt of the scholarship. Any extension to this period, or scholarships for courses already commenced, would be considered on a case by case basis.

Deferring your scholarship

Requests to defer use of the scholarship will be determined on an individual basis. Scholarship funds will not be paid while recipients are on a leave of absence or temporary withdrawal from the course of study.

Salary costs and employer responsibility

While completing the approved course of study, it is expected that recipients will be paid their salary by their MTIA, DTP or associated agency, project or V/Line as the employer. It is the recipient's responsibility to ensure that their employer agrees to this.

Applicants need to be aware that receiving benefits from the scholarship may have tax implications and applicants should seek advice from their financial adviser.

Scholarship termination

The scholarship may be terminated if recipients:

- discontinue the approved course of study or have inactive enrolment;
- discontinue their VPS employment with MTIA, DTP or their associated projects, agencies or V/Line during the approved course of study;
- do not provide confirmation of their circumstances if requested;
- do not meet any additional criteria outlined in the offer;
- fail to maintain satisfactory academic progress;
- are suspended or excluded from the approved course of study;
- do not meet the conditions of the scholarship or are deemed to be ineligible for the scholarship;
- were offered the scholarship in error or were made an incorrect offer; and/or
- provided incorrect, false or misleading information or withheld relevant information during the application or after receiving a scholarship offer;
- fail to meet the scholarships terms and conditions.

If your scholarship is terminated, you will not receive any further payments.

Repayment of the scholarship

You may be required to repay some or all of the scholarship if:

- the scholarship is terminated, or
- the payment was made in error or was overpaid.

If you are required to repay your scholarship, you must do so within four weeks of receiving the notification.

Reporting and evaluation

As part of their scholarship, scholars are expected to participate in evaluation and reporting, as and when requested. This would include, but is not limited to, participation in evaluation surveys, events, impact reports and communication pieces.

"You can't be what you can't see. I want to encourage more women into leadership roles."

– WiT Scholar

"Has given me confidence that I can do it and that it's not about gender, it's about being the best – its helping women break the barriers and achieve."

– WiT Scholar

"It allowed me the opportunity to see the benefits of a strong alumni network in action."

– WiT Scholar alumni

Image: A number of the WiT Scholars attended the second annual WiT Scholars alumni event at the Queen Victoria Women's Centre in November 2023.

Application process and guidelines

For program dates and to submit an application, please go to vic.gov.au/women-transport-wit-leadership-development-scholarships

Applicants can provide a written submission (1,100 words max or 1,400 words max if completing the optional diverse cohort question) or alternatively prepare a video submission of no more than 10-15 minutes, which should highlight and address each of the following questions individually:

1. **What course have you identified and why? (Max 100 words)**
2. **How will your chosen course:**
 - a. align to your career goals? (Max 200 words)
 - b. enhance your leadership capability? (how will this pitch you against your counterparts)? (Max 200 words)
 - c. benefit your team and wider organisation? (Max 150 words)
 - d. link to the Victorian Government Transport / Transport Infrastructure programs, policies, or key priorities? (Max 100 words)
 - e. set you up for success in the transport / transport Infrastructure industry? (Max 150 words)
3. **Is there a key piece of work, project or identified challenge/gap that you can address in your current role by completing this course? (Max 200 words)**

Consideration for Diverse Cohorts

The experience of gender inequality can be particularly compounded by the way gender-based discrimination intersects with other forms of discrimination such as ableism, racism, colonisation, homophobia and transphobia.

The WiT Leadership Development Scholarship program aims to be inclusive of all identities, especially those who have experienced marginalisation,

which is why we will give special consideration to our diverse cohorts for this year's Scholarship.

The WiT Scholarship is open to open to all women (including transgender women) and non-binary and gender diverse people, whose identities intersect with Aboriginality; age; disability; ethnicity; gender identity; race; religion; and sexual orientation.

Additional question (optional):

Please share your personal story and how you've navigated any life or workplace challenges you have experienced due to intersectional gender inequality. How would this scholarship support you in this? (Max 300 words or 2-3 mins if video).

Terms and Conditions

In applying for the scholarship, it is understood that you have read and agree to comply with these terms and conditions.



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Applicants must:

- upload with their application a signed letter from their relevant Director or equivalent that includes their agreement to the above Terms and Conditions (template available via application portal);
- provide the course title, university / academic institution and course duration / proposed dates; and
- submit an application addressing the questions as outlined in the guidelines.

Application success

Successful applicants will receive an email offering the scholarship and advising the payment process. If you do not wish to accept the scholarship offer, you must advise the WiT Programs team in writing within 2 business days.

The details of your scholarships may be passed on to organisations within Victoria's transport / transport infrastructure industry (where applicable). If you do not wish for your details to be shared, please advise the WiT Programs team in writing.

Contact details

For additional information, please contact: witprograms@levelcrossings.vic.gov.au