**John Dillon Fellowship Cohort 2: Vietnam**

**Outline and Application Guidelines**

**Overview**

Established in 2002 in recognition of Professor John L Dillon’s life-long commitment to agricultural research, the John Dillon Fellowship (JDF) is one of the flagship scholarship programs of the Australian Centre for International Agricultural Research (ACIAR).

The program aims to develop the leadership and management skills of **mid-career professionals**, particularly scientists, researchers and economists working in agriculture research for development from ACIAR partner countries.

John Dillon Fellows take part in a blended learning experience of intensive professional training on leadership and management and project design and implementation that includes interaction with relevant industry professionals to expand their network.

**The new JDF program**

Considering the new realities and constraints of COVID-19 to travel and face to face learning, ACIAR is rethinking the delivery of the John Dillon Fellowship program.

Whilst retaining a strong management and leadership focus, there is now an opportunity to introduce some innovations to the design and execution of the Fellowship that is more attuned to the current environment and more importantly meets the capacity building needs of the potential Fellows and their organizations.

The 2021 John Dillon Fellowship will have 2 cohorts totaling 36 Fellows coming from the Philippines and Vietnam. Each cohort will be composed of 18 Fellows coming from the same country.

Under the new JDF Program, Fellows will undergo three sequential activities:

* A professional development, distance/online training program to be undertaken part-time and over a period of 16 weeks.
* Design and implement collaborative projects by groups of Fellows. The project is a vehicle for the Fellow to apply and put to practice their skills and learnings from the program. It must address a pressing challenge within research, extension, policy or management that has real-world application. The project proposal must be endorsed by their Head of Agency. Projects will receive a grant fund and must be implemented in-country for a period of 12 months.
* A final immersive workshop and study tour in Australia in 2022, where professional skills are further developed and networks built.

The JDF program will be built around the needs of individual participants, where participants actively define and analyse the environments they operate in and the problems they encounter, and then develop methods of better managing and leading in their environments.

John Dillon Fellows will have facilitators-mentors, who will co-design with them strategies to be used to build more effective leadership and management for their workplace. As such, the program will automatically customise itself to the needs of each cohort of John Dillon Fellows and their organisations.

**Table 1. Skills developed and Knowledge gained under the JDF Program**

|  |
| --- |
| **Values-based Leadership*** Understanding self and others.
* Differences between leadership and management.
* Working effectively in teams.
* Leading with values.
* Leading with resilience through COVID-19
* Working strategically in changing political environments.
* Managing change through uncertain times.
 |
| **Gender Equity and Social Inclusion*** Understanding of gender norms and roles in agricultural production and all along the value chain.
* Gender dimensions of community development and agriculture extension practices
* How to build an inclusive workforce.
* Gendered aspects of leadership and management.
* Strategies for enhancing diversity and social inclusion.
 |
| **Collaboration and communication*** Partnership brokering and stakeholder Management.
* Community development and private sector engagement.
* Building networks.
* The value of inter-organisational collaboration.
* Dealing with inter-organisational conflict.
 |
| **Project management*** Research project design and management
* Innovation in research project implementation.
* Translation of research into impact and/or policy.
* Publishing for impact.
* Fundamental project leadership skills.
 |

The 2021 to 2023 John Dillon Fellowship program will be managed by the University of New England (UNE) on behalf of ACIAR. The UNE Training Team specialises in customising management and leadership programs that meets the learning objectives of each participants. Its training team are highly engaged and provide mentoring and coaching support, mindful of the cultural and professional context of the Fellows. ACIAR has also partnered with UNE to deliver several capacity building and alumni engagement programs, including the Meryl Williams Fellowship.

**The Vietnam JDF program**

The program is an outcome of the ACIAR – Vietnam 10-year research collaboration strategy which was also built upon the 28-year strong collaborative relationship between the Ministry of Agriculture and Rural Development (MARD) and ACIAR. Unlike other countries, Vietnam has well established research organisations with capable researchers that recognized as leaders and change agents in their field. However, through the years of consultations with MARD and other Vietnam stakeholders, there is also a recognition that the state of the art and practice of leadership is also changing and needs continuous upskilling.

ACIAR’s strong partnership with MARD is built on a joint desire to produce good science; broker research collaboration in the Vietnam and Australia; amplify the research results and the partnership; attract investments and engagement; and build capacities of researchers and scientists through formal training and learning exchanges, among others.

The new JDF creates another opportunity to trial a partnership model with Vietnam that is not research or project based. This is also a feature of the ACIAR-MARD partnership that allows for flexibility to work together to address a common problem or deliver a shared objective such as capacity building.

***Course Objectives and Learning Outcomes***

The Vietnam JDF Program seeks to build the skills and capacities of the Fellows to be able to lead and influence and to understand the enabling environment for research and outreach and how to engage in collaborative projects and initiatives. Fellows will take part in a combination of intensive professional development training and other activities designed to improve their management and leadership skills, enhance partnerships and collaboration, and expand their professional networks in Australia and in Vietnam.

The John Dillon Fellowship has four core skills and learning modules: Values-based Leadership; Collaboration and communication; Project management; and Gender equity and social inclusion.

***Adaptive approach to the development and delivery of the program***

ACIAR with UNE have engaged with MARD to understand the priorities for Vietnam’s agriculture and rural development sector and have adapted the course content to reflect such partnership priorities.

The delivery of the program will be highly interactive, drawing on the experience of the Fellows to adapt all the training to their own situations. Through this interactive process, the program will place greatest emphasis on management and leadership issues that are most relevant to Vietnam, and specifically to the participating organisations. All this will inform the topics and the practical exercises of the training modules, including the collaborative project to be funded by ACIAR.

***Selection Process***

In Vietnam, the program will bring together a cohort of up to 18 emerging leaders and mid-career agricultural professionals, who come from an ACIAR partner organisation, and who are strategically positioned to advance their organisations’ priorities in line with the ACIAR - Vietnam Strategic Research Collaboration.

The program will be offered to staff from eligible organisations that are determined jointly by MARD and ACIAR. This targeted approach to the selection process will enable a stronger ownership of the Fellow’s learnings by their home organisation. In selecting the participating organisations, MARD and ACIAR may choose a geographic or discipline area or a new partnership/strategic opportunity, which is well placed and most relevant for the current JDF program.

ACIAR and MARD may likewise consider in the selection criteria for Fellows and/or their organisations to have prior or ongoing engagement in an ACIAR-MARD initiative (e.g., research, capacity building, among others).

The process of selecting Fellows is outlined below. It includes ACIAR (Canberra and Vietnam offices) plus MARD representatives making the final selection of the 18 Fellows from Vietnam.

***Key Activities***

The 2021/22 JDF involves three set of activities:

* A professional development, **distance training program** undertaken in the Fellows’ home country, part time over about 16 weeks;
* Design and implement **collaborative projects** by groups of Fellows, which addresses a pressing challenge within research, extension, policy or management that has real-world application;
* A two-week **immersive workshop and study tour** in Australia in late 2022 (if COVID-19 restrictions allow), where professional skills are further developed, and networks built through visits to Australian organisations.

**The distance training program**

The distance training program will consist of a series of on-line sessions with the JDF program team and additional activities that Fellows undertake, usually in collaboration with other Fellows. To minimise disruption to Fellows’ normal duties, the distance training will involve an alternating pattern of one week with training activities and followed by a week-long break. During the training week, there will be two online sessions, 2-3 hours each session, to be held several days apart. In the days between the two sessions, Fellows will have learning tasks, usually working in groups, which are typically reported back and analyzed at the second online session.

**The collaborative project**

The collaborative project is a special feature of Cohorts 1 and 2 of the new JDF program. The project is a vehicle for the Fellows to apply and put to practice their skills and learnings from the program. It must address a pressing challenge within research, extension, policy or management that has real-world application. The project proposal must be endorsed by the Fellow’s respective Head of Agency to be considered for funding.

These projects must involve collaboration among the Fellows during both the design and the delivery phases, and it is very strongly encouraged that every Fellow is involved in one of the projects. Collaboration between organisations will be highly encouraged. To help build further linkages between Vietnam and Australia, each project will be strongly encouraged to have an Australian collaborator. Australian collaborators will be eligible to receive a small proportion of project funding (of up to 10%) to support their engagement in the project.

The process of design of these projects will be integrated into the delivery of the training program. For example, the need to undertake a scoping or fore-sighting of needs within the project management module, will include fore-sighting undertaken by the Fellows to feed into their project design. The distance training program will conclude with a joint session where the Fellows pitch their proposals and submit their project plan to a panel composed of representatives from ACIAR and MARD for approval.

ACIAR will provide project funding of up to AUD$500,000 for the Vietnam cohort, to fund the collaborative projects. The projects that are funded will have up to 12 months to be completed. During the project implementation period Fellows will provide quarterly reports to the JDF Program that will be shared with ACIAR and MARD by UNE. On project completion, at the final immersive workshop (see below), Fellows will report on their experiences and the outcomes of the projects to ACIAR and MARD and then co-analyse the management and leadership issues encountered in these collaborative projects.

**The immersive workshop and study tour**

In late 2022, if COVID-19 travel restrictions allow, the Fellows will travel to Australia for a 5-day immersive workshop followed by a short study tour, concluding with two days at ACIAR House to meet ACIAR staff and to present their findings from their projects and their experiences of the Fellowship. A Senior Official from MARD will be invited to travel with the Fellows to Australia and join the presentation of the findings in Canberra.

The immersive workshop will provide an opportunity for the Fellows to share and reflect on their experiences and what have learned through the JDF program, and work as a group with the facilitators to further develop their skills and to agree how they will continue to work together and with others after the program completes. The study tour, over several days, will introduce participants to a range of Australian agriculture systems and they will visit several key agriculture research organisations and private sector organisations, to make new contacts, understand how agriculture research is organised in Australia, including the management of private sector engagement in agriculture R&D.

**Participating Organisations**

The list of organisations endorsed by MARD and ACIAR is given below. It should be noted that the final selection of John Dillon Fellows will be merit-based, with candidates based on the program’s selection criteria. Being a current staff in one of these organisations does not necessarily ensure an applicant’s success:

1. Institute of Policy and Strategy for Agriculture and Rural Development (IPSARD)
2. Department of Science, Technology and Environment (DOSTE) of MARD
3. Agro Processing and Market Development Authority (AgroTrade) of MARD
4. Vietnam Academy of Agricultural Sciences (VAAS) - Office of Scientific management
5. Northern Mountainous Agriculture & Forestry Science Institute (NOMAFSI)
6. Institute for Agriculture Environment (IAE)
7. Western Highlands Agriculture and Forestry Science Institute (WASI)
8. Southern Fruit Research Institute (SOFRI)
9. Vietnam Academy of Forestry Sciences (VAFS)
10. National Institute of Animal Sciences (NIAS)
11. Research Institute for Aquaculture number 3 (RIA 3)
12. Vietnam National University of Agriculture (VNUA)
13. International Cooperation Department (ICD) of Ministry of Science and Technology (MOST)
14. An Giang University
15. Health and Agricultural Policy Research Institute (HAPRI) of the University of Economics, Ho Chi Minh City

**Timeframes**

The Vietnam JDF Program 2021 is expected to begin in the last week of October 2021. Fellows from the endorsed organisations will be selected by mid-September 2021.

**Selection of Fellows**

Applications to participate in the John Dillon Fellowship program will be invited from staff within the participating organisations. These expressions of interest will be assessed and ranked for how well they fit to the JDF program by members of the JDF training team at UNE. ACIAR (Canberra and Vietnam offices) along with MARD representatives will make a final selection of 18 Fellows. The Fellows will need to be endorsed by their home organisation.

***Applications***

Applications must clearly show how the applicant’s leadership skills will be developed and how their organisation will support the applicant to use these skills. See Attachment 1 – Example application form to become a John Dillon Fellow.

Fellows will be selected based on the following attributes:

* Being a mid-career agriculture research and developent professional with potential of being an outstanding emerging leader in one of the targeted institutions.
* Having the personal attributes, commitments and enthusiasm to develop their personal capacity in reseach management and leadership; and partnership brokering.
* Ideally, being associated with an ACIAR project that is either active or has been completed in the last 24 months or has some other association with ACIAR (eg. Being a recipient of ACIAR’s Launch Funding, participation in a training program, being from an ACIAR partner organisation, among others).
* Working in one of the priority areas agreed between MARD and ACIAR for Vietnam-Australia collaboraton (a list is provided in the appplication form).
* Possessing relevant tertiary qualifications and has research and research management experience.
* Having an IELTS minimum band score of 5.5, and individual score of speaking from 6 is highly preferred, or having equivalent evidence of being proficient in English language
* Is supported by their Head of Agency to accept the Fellowship and participate in the program.

ACIAR is an equal opportunity organisation, we encourage the expression of interest from persons of diverse backgrounds, and we do not discriminate against any applicant for a Fellowship based on age, region, gender, disability, race, or religion.

**Attachment 1: Example application form to become a John Dillon Fellow**

Applications are to be made on-line in Survey Monkey <https://www.surveymonkey.com/r/7RJKN5P>

**The closing date for applications is midnight (Vietnam time), 5 September, 2021**

The following is an example of the application form. You can use this example to prepare your answers to the text questions. When you are ready to complete the application in Survey Monkey you can copy your text from the example below into the on-line form. This will save you a lot of time on-line and reduce risk that internet interuptions cause you to lose information on-line.

As you work through this example form, note that the application requires you to attach one or more documents to your appplication in Survey Monkey. Make sure you have these documents ready when you start filling in the form in Survey Monkey.

John Dillon Fellowship Cohort 2: Vietnam

Application Form

**Important. Read these instructions before completing this application.**

Before completing this Survey Monkey form make sure you read the JDF Outline and Guidelines to make sure that you are eligible to apply and that you understand the program and know what information is required in the application.  The JDF  Outline and Guideline can be downloaded from the ACIAR John Dillon Fellowship web site at [https://aciar.gov.au/fellowships/john-dillon-fellowship](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Faciar.gov.au%2Ffellowships%2Fjohn-dillon-fellowship&data=04%7C01%7Ckdobos%40une.edu.au%7C68f69994ee9f46264d1a08d8feee20c8%7C3e104c4f8ef24d1483d8bd7d3b46b8db%7C0%7C0%7C637539645987212796%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=v0Ylx8GMNqQFab7Q1elxah0YNN686u3M%2FB09qHsfZfA%3D&reserved=0) . The JDF Outline and Guidelines include, as Attachment 1, a Word version of the application form which you should review before starting your application in Survey Monkey. You can use the text boxes in the Word version to complete the longer text responses. When you are happy with your application in Word, you can start your Survey Monkey application and then copy and paste text responses from Word into the Survey Monkey. This will be much easier than trying to draft and edit your application directly in Survey Monkey on-line.

John Dillon Fellowship Cohort 2: Vietnam

Personal Details

1. Title

□ Mr □ Miss

□ Mrs □ Dr

□ Ms □ Other

Other (please specify)

1. Family name\*
2. Given names
3. Preferred name (for informal communications)
4. Country of citizenship
5. Gender

□ Female

 □ Male

 □ Other

1. Date of Birth

DD/MM/YYYY

John Dillon Fellowship Cohort 2: Vietnam

Employment History

Current employment

1. Position title
2. Starting date (of current position)

DD/MM/YYYY

1. Employing organisation
2. Address of employing organisation
3. Name and title of head of employing organisation
4. Description of your current duties and responsibilities (up to 100 words)
5. Please attach a 2-3 page Curriculum Vitae to your application. . Please name your c.v. document with format “CV name”; for example “CV Susan Smith”

Only PDF, DOC and DOX files are supported

John Dillon Fellowship Cohort 2: Vietnam

Optional:

If you have been involved in an ACIAR project, describe it here. Just list the project that you have been most involved in.

1. ACIAR Project No. (eg. HORT/2019/055)
2. Project Title
3. Project dates

Start date

DD/MM/YYYY

End date

DD/MM/YYYY

1. Other ACIAR project involvement
2. Research Stream (choose one)

□ Broadacre crops

□ Horticulture

□ Forestry

□ Fisheries and aquaculture

□ Livestock

□ Agri-business

□ Social science (includes policy, gender, economics)

□ Soil and Land management

□ Climate Change

1. Other association with ACIAR. If you have not worked on an ACIAR project, describe your engagement with ACIAR’s work.
2. ACIAR-MARD Priority areas:

Which of the priority areas for collaboration between ACIAR and Vietnam do you work in?

○ Food safety.

○ Climate Change.

○ Soil fertility and efficiency of crop-livestock systems.

○ Market knowledge, access to markets and skills for better policy analysis.

○ Increasing value from forests.

○ Increasing value from aquaculture.

John Dillon Fellowship Cohort 2: Vietnam

Eligibility criteria

1. Are you planned to be a leader in your office/department/institution?

○ Yes

○ No

○ Do not know

1. Have you discussed your application with a member of the senior management of your organisation and have they agreed to support your participation in the program if you are awarded a John Dillon Fellowship

 ○ Yes

 ○ No

 ○ Do not know

1. Name and position of the senior manager supporting your application

Name

Position

Email

1. Are you a citizen of Vietnam and currently residing in Vietnam?

○ Yes

○ No

1. Do you currently hold any scholarship from your own country or another government or sponsor?

○ Yes

○ No

1. If 'Yes', provide details

John Dillon Fellowship Cohort 2: Vietnam

Contact details

1. Current residential address

Address line 1

Address line 2

Address line 3

Town/City

Post code (if any)

State/Province/ Region

Country

Home phone no

Work phone no

Mobile no.

Fax no. (if any)

Email

1. Mailing address (if diﬀerent from your current residential address)

Address line 1

Address line 2

Address line 3

Town/City

Post code (if any)

State/Province/ Region

Country

Home phone no

Work phone no

Mobile no.

Fax no. (if any)

John Dillon Fellowship Cohort 2: Vietnam

Qualiﬁcations

1. Highest qualiﬁcation
2. Level of Study

○ Undergraduate ○ Masters - Research

○ Postgraduate Diploma ○ PhD Masters – Coursework

○ Masters – Coursework

1. Title of highest qualiﬁcation e.g. Master of Agriculture
2. Did your highest qualiﬁcation involve a thesis?

○ Yes

○ No

1. If 'Yes', what was the title of your thesis?
2. Name of awarding institution
3. Country
4. Language of instruction
5. Date of qualiﬁcation

Start date

DD/MM/YYYY

End date

DD/MM/YYYY

John Dillon Fellowship Cohort 2: Vietnam

English language proﬁciency

1. Is English your ﬁrst language?

○ Yes

○ No

1. If No’, please answer the following:

Excellent Good Satisfactory Weak

How would you
rate your ability
in written and
spoken English?

1. Was English the language of your secondary/high school or tertiary studies?

○ Yes

○ No

1. If 'Yes', which of your degrees were studied in English? Please list
2. If 'No', have you taken an IELTS or TOEFL test?

□ IELTS

□ TOEFL

□ No

1. If you have taken an IELTS or TOEFL test, when did you take it?

 Date test taken

DD/MM/YYYY

1. If you have taken an IELTS or TOEFL test, what scores did you achieve?

John Dillon Fellowship Cohort 2: Vietnam

Special requirements

1. Do you identify as having a disability?

 Under Australian law, disability includes physical, intellectual, psychiatric, sensory, neurological, learning disabilities, physical disﬁgurement, and the presence in the body of disease-causing organisms.

○ Yes

○ No

1. ACIAR strongly encourages applications from people with a disability who are otherwise eligible for a fellowship. Under the Disability Discrimination Act, Australian education institutions have to provide 'reasonable adjustments' to students with a disability to assist access to study.

To assess the likely support needs, appropriate assistance, and the capacity of relevant organisations to provide the assistance, awardees with a disability/special need must provide details of the disability and/or special need when they accept their oﬀer. This information is bound by Australian privacy laws and will be disclosed only for the purpose of facilitating an accessible barrier-free learning environment. Modiﬁcations to physical or learning environments, including additional educational supports such as sign interpreters and captioning, may be available depending on the relevant Organisation's capacity. ACIAR will advise the Organisation of any special requirements associated with a Fellow so that the Organisation can pass these details to the Organisation’s Disability Liaison Oﬃcer prior to the Fellow’s arrival.

If yes, please provide details if you require special assistance or equipment to participate in the selection process or to take part in a workshop in your home country or to undertake studies in Australia for the period of the fellowship?

1. If an initial workshop is held in your own country, do you have any special diet, health, religious or other requirements?

○ Yes

○ No

1. If yes, please give details:

John Dillon Fellowship Cohort 2: Vietnam

Applicants supporting statement

Please limit your answers to 100 words per question

1. What management and leadership opportunities have you had in your career so far? Give examples that illustrate your management or leadership skills and potential to become a future leader.
2. Why are you applying for the Fellowship? In what ways do you hope the Fellowship will improve your skills? Do you have a current leadership problem that the JDF program could you help you with?
3. How will this Fellowship beneﬁt your career development, speciﬁcally your leadership capacity and ability to undertake collaborative work?
4. How will you use the new skills you learn on the fellowship in your day-to- day work? Will you be able to share these new skills with colleagues and if so, how will you share your new skills?
5. How will your workplace support you to use your new skills following completion of the fellowship?
6. If selected, will you be able to take part in the on-line training end of October 2021 to February 2022, and to attend the immersive workshop and study tour for up to three weeks in Australia in late 2022 (all the awardees will be required to visit Australia as a group at that time)?
7. Is there anything else you would like to add in support of your application for this Fellowship?

John Dillon Fellowship Cohort 2: Vietnam

Applicant's authorisation, agreement, declaration and signature

ACIAR is authorised to collect all items of information in this form under the Australian Government’s scholarships program entitled Australia Awards, which includes John Allwright Fellowships, John Dillon Fellowships, Australian Leadership Awards Scholarships/Fellowships and Australian Development Scholarships, and is bound by the requirements of the Privacy Act 1988 of the Commonwealth of Australia.

1. Authorisation

I authorise ACIAR, or its appointed representative, to obtain copies of any of my relevant academic records/reports from the education institution(s) that I have attended for purposes relating to my application for a John Dillon Fellowship including:

* For use in the selection process for John Dillon Fellowship; and
* To brief relevant Australian oﬃcials, Ministers and members of Parliament.

Should I receive a John Dillon Fellowship, I consent to the Australian Government using and disclosing extracts of my application (relating to my academic background and achievements, leadership skills and my proposed visit program in Australia) in promotional material in hardcopy and on the internet. Promotional material may include, but is not limited to, media releases and information circulated to ACIAR’s country staﬀ and Australian education institutions, concerning the program.

I authorise ACIAR to advise other Australian Government departments participating in the Australia Awards program of my scholarship application.

Understanding

I understand and conﬁrm that:

* The contents of my application are true and correct;
* ACIAR has the right to vary or reverse any decision regarding an Australian scholarship made on the basis of incorrect or incomplete information; and
* Decisions of the ACIAR selection panel are ﬁnal and conﬁdential and no correspondence regarding outcomes of the selection process will be entered into.

Agreement

If successful in gaining a John Dillon Fellowship, I agree that I will:

* Immediately provide ACIAR with details of any incident that may reﬂect badly on the prestige of an Australian Scholarship;
* Act in a manner beﬁtting a recipient of an Australian Scholarship;
* Use the funds for the purposes granted; and
* Acknowledge the assistance given by the Australian Government in any written reports, publications or publicity associated with the award.

Declaration and acknowledgement

I declare in submitting this application form that the information contained in it and provided in connection with this application is true and correct.

I acknowledge that giving false or misleading information is a serious oﬀence under the Criminal Code Act 1995 of the Commonwealth of Australia.

Name (title, given names, family name)

Date (dd/mm/yyyy)