

Young Executive Leaders wishing to join the IHF YEL initiative are invited to submit their application by email to [ihf.secretariat@ihf-fih.org](mailto:ihf.secretariat@ihf-fih.org), and specify “Application YEL” in the subject. You will find more information about the description of the YEL Initiative [here](#).

## IMPORTANT DATES

Open for application: 9 December 2020

Application deadline: 25<sup>th</sup> January 2021

Email to accepted/rejected applicants: 1<sup>st</sup> March 2021

First group meeting: mid-March

## APPLICATION GUIDELINES

The application must include:

- You curriculum vitae;
- The application form, duly filled in. [Download template](#);
- At least one letter of reference from an executive representative of your current employer (see details under mandatory criteria) [Download template](#)

The applicant is the sole contact for all correspondences regarding the application review and accepts responsibility to share information with both the employer and the IHF Member.

All applications must be in English.

Abbreviations and acronyms must be defined.

The applicant is responsible for submitting a correct application. Any errors in spelling, grammar or content will be reproduced as typed by the submitter. No proofreading will be done.

After the application deadline, only requested changes by the Admission Committee reviewer will be accepted.

**All decisions by the Admission Committee regarding the applications are final.**

## MANDATORY CRITERIA FOR APPLICATION

Applications that are not fulfilling one or more of the following Criteria will NOT be accepted

- The candidate must be from a country/territory where IHF is represented by a [Member](#)
- The candidate must have minimum 5 years' experience in healthcare leadership/management position;
- The candidate must be maximum 40 years old by the time of the application;
- The candidate must speak English fluently;
- The candidate must have 1 letter of reference from an executive representative of the current employer. An additional letter of reference from the IHF Member is an asset.

## GENERAL CRITERIA FOR APPLICATIONS' ASSESSMENT

The following six criteria will be assessed by the Admission Committee:

- The candidate occupies a leadership position at higher level of the organization.
- Letter(s) of reference express that candidate has proved excellency.
- Candidate has indicated solid leading change experience.
- Expected personal contribution is well expressed and relevant.
- Expectations for the group are clearly set up by the candidate.
- Suggestions for group work are very meaningful.

## SELECTION PROCESS

Applications will be submitted to the review of the Admission Committee, a group of recognized healthcare leaders from different countries. Applications will attribute to reviewers randomly, but the reviewer will not be from the same country of the candidate.

Each application will be reviewed independently by two different reviewers based on a common rating scale.

Considering diversity as an asset, we will favor the creation of a multidisciplinary, international, diverse and gender-balanced group.

Applicants affiliated to an IHF Member will be prioritized.

## PERSONAL DATA PROTECTION AND COPYRIGHTS

By sending your application, you agree that IHF will collect and process your personal data according to our Privacy Policy. You will automatically be included in IHF's database and will receive updates and information from the IHF. You may unsubscribe at any time.

By submitting your application, you agree that your data is shared with the Admission Committee who will review your application.

If you are selected to join the YEL, you agree that your data is shared with the other members of the group.

If you are selected to join the YEL, you agree that the IHF Secretariat has all copyright in and to the outcomes of the work done within the YEL group, and all rights therein, including but not limited to the right to disseminate it in different formats (presentations, social media posts, articles, etc.) through any IHF publishing platform (website, social media, journal, newsletter, etc.).

## FOR FURTHER INFORMATION PLEASE CONTACT:

To: Sylvia Basterrechea  
Subject: Application YEL  
Email: [ihf.secretariat@ihf-fih.org](mailto:ihf.secretariat@ihf-fih.org)