

# **Jan Early Memorial Scholarship Application Form**

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**Enquiries always welcome**

CLOSING DATE: 23<sup>rd</sup> August 2024

## **Jan Rosemary Early (nee Allan), 1966 – 2023.**

Jan was born in Ashburton in 1966 and brought up on a sheep, beef, and arable farm in Ruapuna. She was educated at Ruapuna School and Rangī Ruru Girls' School before heading to Massey University to complete a BSc in Microbiology and then an MBA.

After beginning her working life in banking with the ANZ in Auckland and Wellington, Jan left New Zealand for an OE, travelling to the USA, UK, and Europe before heading home via Nepal, India and Thailand.

Returning to Ashburton, Jan started her own business (Ashburton Homecare) which she later sold to take up a position with the Ashburton District Council as the Business Development Officer for the region.



Jan was an integral part of the farming operation she ran with her husband, Grant, which consists of a 400ha dairy unit with a 250ha support farm. As a fourth generation Allan, farming on the original family property, Jan was always focused on continuing this legacy.

The Allan family legacy extended beyond farming into supporting the community, and Jan spent many years serving time on various committees throughout the district. She was well known for her event organisation including the Ruapuna Garden Symposium, the Mid Canterbury Farm Forestry two-day event, and the opening of Lake Hood. In recent years, Jan was a co-opted member of the Communications Committee of the Advance Ashburton Community Foundation, following in the footsteps of her father, Jack, who is a former Trustee.

Jan's passion for ensuring there was a farming future for her sons, family, and community, alongside her business acumen and skills in management, lead her on a pathway into governance. Her leadership 'why' was "to help create a resilient and sustainable primary industry that is respected by New Zealanders".

Jan was elected as a Director of Barhill Chertsey Irrigation (BCI) Ltd in 2015, and in 2019 she was awarded the AGMARDT Leadership Scholarship. Jan used this opportunity to advance her governance skills to build the credibility and confidence to take the next steps in her journey. She completed the Institute of Directors Company Directors' Course and the Agricultural Women's Development Trust Escalator Programme. Jan was also accepted into the Institute of Directors Mentoring for Diversity Programme with mentoring from an NZX listed company director. She was a board observer for The Factory in 2019 and for Landcorp Farming Ltd (Pamu) in 2020.

Jan became Chair of BCI Ltd in 2021. She was known as an analytical and strategic thinker, able to identify opportunities and threats, and to see alternative pathways to move forward. With strong financial and risk management skills, Jan was also people focused, achievement orientated, and had a high level of integrity. Jan's relationship building strengths enhanced collaboration, facilitated growth and performance, and enabled resolution.

Jan had aspirations to continue her governance work with other companies and her ultimate goal was to become a Director of an NZX listed company. This dream was unable to be realised when Jan lost her battle with cancer in May 2023.

Jan is survived by her husband, Grant, and her twin sons, Ben and James, who both currently work in Agri Banking. In providing the Jan Early Memorial Scholarship through Advance Ashburton, Jan's family hope to encourage more women to realise their own leadership aspirations by being able to undertake training in governance.

## GENERAL INFORMATION

### About Us

Advance Ashburton Community Foundation has been formed as a perpetual charitable trust dedicated to benefiting the Ashburton District. It is registered as a charity under the Charities Act with number CC28482. Donated funds are received, invested, and the Foundation distributes the income to worthwhile organisations and causes as per the donor's wishes.

### Background

The Jan Early Memorial Scholarship is awarded to enhance the leadership skills of an outstanding woman in Mid Canterbury, to enable them to grow their skills in governance and enhance their capability of creating a better Ashburton District. Applicants must be able to demonstrate and provide evidence of leadership undertaken to date, provide a clear vision of future goals, and show an ongoing commitment to service in the Mid Canterbury community.

### Eligibility

Applicants must be over the age of 25, must reside within the Ashburton District, and must be an NZ citizen or have permanent NZ residency status.

### Application Closing Date and Important Information

The closing date for scholarship applications is **23<sup>rd</sup> August 2024**.

Details of the governance training programme to be undertaken must be provided upon application. The scholarship will be awarded at the Advance Ashburton Annual Celebration, to be held on 16<sup>th</sup> October 2024.

### Value and Payment of Scholarship

The value of the scholarship is up to \$10,000 towards a recognised programme of governance training of the applicant's choice. Payment will be made directly to the recipient. Invoices and proof of expenditure must be provided on request.

### Other Information

- All applications will be considered. Applicants who are shortlisted through this initial review process will be required to attend an interview with representatives of AACF.
- A scholarship may be revoked if a recipient's behaviour is inappropriate, or the recipient has breached the conditions of the scholarship.
- It is expected that the chosen governance training programme will commence within 12 months of final selection.
- Recipients shall be responsible for providing any additional equipment required for the governance training programme.

- Recipients shall be responsible for completing any administration requirements including application forms in sufficient time frames as required.
- It is the applicants' responsibility to ensure that they are eligible for their chosen governance training programme and have no health or personal issues that may prevent them from attending.
- Recipients shall complete a written report to Advance Ashburton Community Foundation within 3 months of completing the governance training programme, in particular outlining the benefits gained.
- Recipients may be asked by the Foundation to participate in promotional activities as agreed by both parties.
- Immediate families of trustees, co-opted members, committee members, and staff of AACF are not eligible to apply for these scholarships.

### Section 1: APPLICANT DETAILS

Full Name	
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Preferred Name		Ethnicity	
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Address	
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Contact Telephone		Mobile	
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Email	
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What governance training programme do you plan to undertake?	
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When do you plan to undertake this?	
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Do you have approval from your employer?	
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## Section 2: ELIGIBILITY

Please complete this section to confirm your eligibility for this scholarship:

Do you reside within the Ashburton District? Yes / No

Are you a New Zealand Citizen or do you have permanent New Zealand residency status? Yes / No

Are you 25 years of age or over? Yes / No

**NOTE: When completing this application form, please do not be limited to the size of the box you see at each question. The box will increase in size as you type your answers. If you choose to submit a hand-written application, feel free to attach additional pages as required.**

## Section 3: EDUCATION AND WORK SUMMARY

What Education have you undertaken? (Please include all leadership and personal development already undertaken.)

List your work history in the table below:

Work History	Employer	Industry	Position Held	Started	Finished
Current					
Previous					

## Section 4: LEADERSHIP EXPERIENCE

List all leadership experience you have to date

## Section 5: GOALS / ASPIRATIONS

Please list in detail your personal and/or work goals or aspirations:  
What are your three (3) most immediate goals?

What are your long-term ambitions?

How do you think your chosen governance training programme will help you reach your goals and ambitions?

Other Comments

**Section 6: REFEREE DETAILS**

Please provide details of three referees, one of whom **MUST BE** currently domiciled in the Ashburton District: **All fields are mandatory.**

Name		Address	
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Mobile Phone		Relationship to Applicant		Years Known	
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Name		Address	
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Mobile		Relationship to Applicant		Years Known	
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Name		Address	
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Mobile		Relationship to Applicant		Years Known	
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**Section 7: GENERAL INFORMATION**

**How did you find out about the Scholarship?** (Please tick all that apply)

- Ashburton Guardian     Ashburton Courier     Rural Newsletter     Poster     Employer
- Facebook     Radio     Instagram     LinkedIn     AACF website
- Friends/Family     (Please specify where, if known).....
- Other     (Please specify) .....

**Section 8: CHECKLIST**

- I have completed all relevant sections of the application form
- I have contacted my referees and they are aware of this application.

**Section 9: DECLARATION AND PRIVACY ACT 1993 AUTHORISATION**

This authorisation relates to information in this application that Advance Ashburton Community Foundation (“Advance Ashburton”) may hold about me now or in the future.

- I reside in the Ashburton District and I am within the age of eligibility (see Section 2).
- I permit Advance Ashburton to make independent confidential enquiries relating to my application.
- I understand that if I am awarded the Jan Early Memorial Scholarship this does not constitute acceptance into my chosen governance training programme and I accept that I am responsible for and must meet the requirements as deemed necessary by the provider for acceptance and attendance.
- If successful I authorize Advance Ashburton to use my name and photograph for publicity purposes, including on our website and social media, and to participate in promotional work as may be reasonably required by Advance Ashburton, free of charge.
- If successful I agree to provide Advance Ashburton with a written report within 3 months of completing the governance training programme.
- If successful I agree to advise Advance Ashburton if I withdraw from undertaking my chosen governance training programme or I no longer reside in the Ashburton District.
- If successful I agree to act as a role model at all times and not to bring Advance Ashburton into disrepute.
- I accept that the decision of Advance Ashburton is final, and no correspondence or communication will be entered into.
- I declare that the information contained is factual.

Full Name of Applicant	
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Signature		Date	
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