# International Data Science Accelerator Programme- Mentee Application form

***Thank you for your interest in becoming a mentee on the International Data Science Accelerator Programme. This form is for one or more applicants working on the same project.***

Please complete this application form in full so we can learn more about you and refer to our privacy statement at the end of this document for how we handle your data.

The scheme is open to anyone working in a **National Statistical Organisation (NSO)**.

# 1. Applicant/s details

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| **Applicant/s name:** | |
| **Contact email/s:** | |
| **Organisational approval:** *(You will need agreement from your line manager, and a senior leader within your organisation)* | |
| **Department and Organisation:** | **Job Title and Grade:** |
| **Line manager:** | **Line manager’s email:** |

# 2. Project Proposal

Please enter the title of **your proposed data science project**, along with a description and the aims of the project.

Note:

* this project should be achievable within the 12-week timescale of the mentorship programme.
* Ensure you provide at least the minimum of words required for each section for your application to be accepted and considered.

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| **What is your project title:** |
| **What are your project aims?**  *(Please explain below what the problem is you’re trying to solve, the objectives for the project, who are the users for this work, why have you chosen this project and how will this be useful) - min 100 words/max 300 words* |
| **What is your proposed approach for your project?**  (*Please detail what data science methods are you expecting to use to tackle this problem, how will you go about implementing them and what is your plan to achieve a successful resolution) - min 100 words/max 200 words* |
| **What are your project outputs?** *(Please explain what type of output you are expecting to produce and the reasoning behind your choice)- min 100 words/max 200 words* |

# 3. Data

Data is at the heart of any data science project and how it is sourced is very important. Please see below the ethical principles we’re expecting the data to be sourced and used by:

**Ethical principles**

* The use of data has clear benefits for users and serves the public good.
* The data subject’s identity (whether person or organisation) is protected, information is kept confidential and secure, and the issue of consent is considered appropriately.
* The risks and limits of new technologies are considered and there is sufficient human oversight so that methods employed are consistent with recognised standards of integrity and quality.
* Data used and methods employed are consistent with legal requirements such as Data Protection Legislation[1], the Human Rights Act 1998, the Statistics and Registration Service Act 2007 and the common law duty of confidence.
* The views of the public are considered in light of the data used and the perceived benefits of the research.
* The access, use and sharing of data is transparent, and is communicated clearly and accessibly to the public.

*[1] “Data Protection Legislation” means the full, applicable data protection framework as set out in the Data Protection Act 2018. This encompasses general processing (including the General Data Protection Regulation and the applied GDPR).*

*These principles are reviewed regularly. (Source: UK Statistics Authority 2022)*

**Please describe in the table below the core data sets you will need to use (this does not need to be exhaustive at this point) and describe the ethical considerations in using them.**

Note:

* You *must* have agreed access to the necessary data before the cohort begins and have permission to share the data with your data science mentor.
* Checks will be done during selection process to ensure your data sets are ethically procured.

**Please use this** [**link**](https://uksa.statisticsauthority.gov.uk/the-authority-board/committees/national-statisticians-advisory-committees-and-panels/national-statisticians-data-ethics-advisory-committee/ethics-self-assessment-tool/) **(see form on the right side of the page under ‘Downloads’) and complete Data Ethics self-assessment form and attach to this application form.**

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| **What data sources do you intend to look at?**  *Please provide data set, available URLs and permission to access.* |
| **Have you drafted and attached the Data Ethics** **assessment?** |

# 4. Your skills

The International Accelerator aims to bring together mentors and mentees from similar areas of expertise to provide the best opportunity for a rich collaboration. Please let us know your current level of Data Science knowledge in the following areas:

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| **Statistics:** |
| **Data processing and visualization:** |
| **Applying coding standards:** |
| **Preferred coding language(s) for project:** (*State the preferred coding language(s) in which you aim to do the project, and your relevant experience. If successful, this will help in matching to a mentor).* |

Your English Level

For our international virtual mentoring programmes, English is the main language used and therefore to ensure that the mentoring process is efficient we need both mentors and mentees to have **more than Elementary level of English language knowledge (A2)**.

Please describe your current level of English by choosing from the table below:

**A2 (Elementary English):** *Can understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). Can communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. Can describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.*

**B1 (Intermediate English):** *Can understand the main points of clear standard input on familiar matters regularly encountered in work, school, leisure, etc. Can deal with most situations likely to arise whilst travelling in an area where the language is spoken. Can produce simple connected text on topics which are familiar or of personal interest. Can describe experiences and events, dreams, hopes & ambitions and briefly give reasons and explanations for opinions and plans.*

**B2 (Upper-intermediate English):** *Can understand the main ideas of complex text on both concrete and abstract topics, including technical discussions in his/her field of specialisation. Can interact with a degree of fluency and spontaneity that makes regular interaction with native speakers quite possible without strain for either party. Can produce clear, detailed text on a wide range of subjects and explain a viewpoint on a topical issue giving the advantages and disadvantages of various options.*

**C1 (Advanced English):** *Can understand a wide range of demanding, longer texts, and recognise implicit meaning. Can express him/herself fluently and spontaneously without much obvious searching for expressions. Can use language flexibly and effectively for social, academic and professional purposes. Can produce clear, well-structured, detailed text on complex subjects, showing a controlled use of organisational patterns, connectors and cohesive devices.*

**C2 (Proficiency):** *Can understand with ease virtually everything heard or read. Can summarise information from different spoken and written sources, reconstructing arguments and accounts in a coherent presentation. Can express him/herself spontaneously, very fluently and precisely, differentiating finer shades of meaning even in more complex situations.*

*(Source: CEFR standard (Common European Framework of Reference for Languages))*

Your level:

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| --- | --- |
| **A2** (Elementary English) |  |
| **B1** (Intermediate English) |  |
| **B2** (Upper-intermediate English) |  |
| **C1** (Advanced English) |  |
| **C2** (Proficiency) |  |

# 5. Your motivation

Please write a short summary (no more than 250 words) outlining **your motivation** for participating in the mentorship programme, ensuring you include **the benefits** this will bring to your role.

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6. Line manager comments

Please confirm **your approval** for the applicant to join the programme and **outline the benefits** you hope the candidate and your organisation will gain from the programme.

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# 7. Resources

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| **Do you have an appropriate laptop on which to perform data science work during the mentorship period?** *Please note we are unable to provide equipment.*  Yes / No |
| **Are there any specific data handling restrictions?** *If there are any restrictions which may require further security consideration, please describe them here. Your mentor will need to have access to the data in order to perform mentoring duties effectively.*  Yes / No |
| **Do you have access to Microsoft Teams or an alternative video conferencing tool?** *This is necessary in order to participate in remote mentorship meetings.*  Yes / No |

Please return the completed form, together with the Data Ethics assessment form to [geanina.sopron@ons.gov.uk](mailto:geanina.sopron@ons.gov.uk)

Privacy statement

Your personal data is important to us and we will handle it in line with our responsibilities under the General Data Protection Regulation (GDPR) and Data Protection Act 2018 (DPA). Data collected will be stored by the ONS for the purposes of the International Data Science Accelerator Programme.

The personal data we are asking you to provide includes the following: name, email address, job title and grade, department or organisation, information on your skills and specialist knowledge.

We require this for the purpose of record-keeping for the programme and we will use your skills information to help find a suitable project match.

We will only share this within the International Data Science Accelerator Programme coordination team.

We will retain your information for up to four years, after which we will securely destroy it. Alternatively, your information can be deleted at any time upon request.