



Canadian Co-operative Association Ghana Coaching Program

2017 APPLICATION FORM

WHERE: Northern Ghana

WHEN: September 13 - October 3, 2017

HOW TO APPLY: Complete the application form below and send to cca.apply@coopscanada.coop (indicate Coaching program in subject heading)

DEADLINE FOR APPLICATIONS: May 23, 2017

CCA's mission is to establish and grow co-operatives internationally to build a better world. One way we do this is by enabling Canadian credit union professionals to share their knowledge and best practices with credit unions overseas. Better-performing credit unions can better serve their members and be engines of development in their communities.

Over an eleven-year period, the CCA Coaching Program has sent 118 credit union volunteers from across Canada to share their best practices with credit unions in Ghana, Malawi, Uganda and Mongolia. This September we are sending six credit union coaches to visit credit unions associated with our Fostering project in northern Ghana. Working in teams of two, each team will visit three credit unions over a two-week period, spending approximately 3-4 days at each credit union, providing hands-on advice to their Ghanaian counterparts. **The members of the team will all be well-rounded and experienced credit union generalists who will be able to offer advice and assistance on all aspects of primary credit union management including: loans cycle, safety and security of deposits, board/management relations, HR, and marketing.** The group will participate in an orientation session at CCA offices before traveling together to Africa. A debriefing session will take place with a CCA staffer in Tamale before the group heads home to Canada.

The Ghana Fostering project is a food security project through co-operatives in Northern Ghana running from 2013-2018 with 42,000 individuals as direct beneficiaries (women and men small-holder farmers that are members of credit unions). Nine local credit unions provide loans and savings in these districts. The Fostering project directly tackles four key areas of improving food security and sustainable economic growth for small-holder farmers: improving production; better marketing products; expanding household activities into off-season businesses; and facilitating access to finance. Strong credit unions will help provide a stable source of financing, required by the agricultural co-operatives and farmers.

TIMELINE:

September 13 – coaches depart for Ottawa
September 14-15 – orientation in Ottawa at CCA offices
September 15 evening – leave for Ghana
September 16 – evening -arrive in Ghana
September 17 – morning fly to Tamale; rest day

September 18-29 – credit union visits
September 30 – travel to Tamale
October 1 – debrief session in Tamale
October 2 – fly Tamale to Accra; fly Accra to Canada
October 3 - return to Canada

COST: \$2,500 per person towards costs of the program (approximate cost per person = \$5,700)

NEED MORE INFO? For more information about the program, visit our website at: www.coopscanada.coop or contact Volunteer Manager, Laurie Tennian at (613) 238-6711 x209 or at laurie.tennian@coopscanada.coop

3. EXPERIENCE WITH CCA

Do you have any past or present involvement with the [Canadian Co-operative Association \(CCA\)](#) or the [Co-operative Development Foundation of Canada \(CDF\)](#)? Please note that experience with CCA or CDF is **NOT** a requirement for this program.

4. CREDIT UNION AFFILIATIONS

Please list your credit union affiliations, including your positions and levels of responsibility. State the number of years you have been affiliated with each credit union and any significant contributions you have made. NOTE – Attach all supporting documentation with your submission.

CREDIT UNION #1

Credit Union Name

Position(s)

Level of Responsibility

Number of Years

Significant Contributions

4. CREDIT UNION AFFILIATIONS
CREDIT UNION #2 (if applicable)
Credit Union Name
Position(s)
Level of Responsibility
Number of Years
Significant Contributions
CREDIT UNION #3 (if applicable)
Credit Union Name
Position(s)
Level of Responsibility
Number of Years
Significant Contributions

5. INTERNATIONAL DEVELOPMENT / TRAVEL EXPERIENCE
Do you have any international development experience? Please include any international travel experience as well as any involvement throughout Canada. Limit your response to one paragraph. Note: This program does not require any previous international development experience.

6. PERSONAL / PROFESSIONAL SKILLS

Please provide the three most relevant professional skills that you will be able to transfer to this program. Include the name of the professional skill, any relevant education achievements (CUIC designations, lending, HR, governance, etc.) and any achievements related to the skill.

PROFESSIONAL SKILL #1

Skill

Education/Certification
 (CUIC, HR, Governance, Lending)

Related Achievements

PROFESSIONAL SKILL #2

Skill

Education/Certification
 (CUIC, HR, Governance, Lending)

Related Achievements

PROFESSIONAL SKILL #3

Skill

Education/Certification
 (CUIC, HR, Governance, Lending)

Related Achievements

Please provide the top three interpersonal/communication and mentorship skills, experiences or traits that you will be able to contribute to this program:

Skill #1

Skill #2

Skill #3

7. TEAM EXPERIENCE

Describe your personality and a time when you had to work with a team to accomplish a goal with individuals who had a variety of personalities. How did you handle this situation and what did you learn about yourself as a result?

8. INTERNATIONAL PROJECT CHALLENGES

It is common for international assignments to be challenging due to cultural barriers, differences in credit union structures (from different environments), and a wide range of personalities. How will you overcome these types of challenges that you may encounter during your assignment?

9. CAREER DEVELOPMENT

How do you expect that this international experience will influence your career?

10. PERSONAL INTERESTS

The more we know about your interests the more we are able to create a better pairing with coaches. Help us create good partnerships. Tell us about how you spend your free time.

**11.OTHER CONSIDERATIONS:
Health Specifications & Monetary Contributions**

Are you in good health? Do you have any pre-existing health conditions that might pose a problem during travel in a hot climate? Do you have any pre-existing health conditions (i.e. food allergies) that would not prevent you from traveling but that project organizers should be aware of?

--

This is a cost shared assignment. CCA asks each participant to contribute \$2,500 towards the cost of the assignment. Would you be able to contribute this for the assignment? If you are unable to contribute, please provide reasons for why you may be unable to do so.

--

12.PERSONAL BIO & PHOTO

Please provide a 250 word bio and photo of yourself. If you are chosen, we will use this as a way of introduction and share this with your teammates and our Ghanaian partner. As such we recommend that it be reflective of both your work and life experience.

--

13.CREDIT UNION KNOWLEDGE

One month in advance of the assignment, CCA will ask our partner, the Ghana Credit Unions Association (CUA), for information from the credit unions to be visited (i.e. financial statements, annual report, top 5 issues they need assistance with). Sometimes this information is challenging to receive in advance of arriving in Ghana. If you only have three days with the local Ghanaian credit union, how will you approach your initial meeting with the Chairman and General Manager? How will you manage your limited time at the credit union to ensure you have fulfilled your goals and action plans?

Please review the contact information below to find the various ways you are able to submit your application for this program. Please ensure that you have fully completed the application and that you attach supporting documentation (i.e. resume, bio) for this application form.

Deadline for applications is Tuesday, May 23. CCA Contact information:

By e-mail: cca.apply@coopscanada.coop (note in subject heading Coaching Program)
By Fax: (613) 567 – 0658, ATTN: Laurie Tennian
By Mail: Canadian Co-operative Association
 ATTN: Laurie Tennian, Volunteer Manager
 275 Bank Street, Suite 400, Ottawa, ON K2P 2L6
Phone: 1- 866-266-7677 ext. 209