

WANNA JOIN OUR 2018 PROGRAM?



Are you working with NAMA Foundation partners?

Do you want to benefit from free training to improve your career development as to benefit your organisation?

NAMA Foundation is offering series of unique funded trainings opportunity to a selected group of participants for our “Chapter P” series, a innovative and participatory professional development program for NAMA Partners’ personnel.

All our “Chapter P” series are Partners Professional Development Programs which the main objective of the program are to empower our implementor partners in the countries of focus. These programs aim to develop the professional skills, knowledge and know how of the partners personnel so much so the personnel become a catalyst towards organization effectiveness.

Successful applicants will be offered the chance to participate in a Professional Development Program which will allow individuals to prepare themselves with our program journey.





Who is the program for?

Whether you are personnel or active members of our local partners, this program could be for you.

We are looking to select a cohort with high energy personnel. What we ask from you is that you give your full commitment to develop the professional skills, knowledge and know how along with an openness to learn from our trainers as well as your peers both old and young.

How can I apply?

All applicants **MUST GET RECOMMENDATION** from NAMA Foundation's country partners as you need to attach our partners recommendation together with your CV. Any application made without our partners recommendation will be not entertained.



Participants eligibility?

- **Personnel or active members** of NAMA Foundation's country partners.
- Citizenship of **Indonesia, Kyrgyzstan, Lebanon, Tanzania, Palestine, Malaysia, India & Yemen**.
- Attend at least one week of **face-to-face training** inside or outside (please refer the program details) of your country . This element cannot be completed remotely. Attendance is a requirement of the program provided that the consultants being able to receive and maintain a visa or study permit as required by the host country.
- Educated to **tertiary level** (completion of a university undergraduate degree)
- A minimum of **2 years' experience** of working in civil society sector and/or development consultancy.
- Professional working proficiency in **written and spoken English**. No formal qualification is required but as a guide we expect you to achieve 6.0 in IELTS.
- Professional working proficiency in the **major local language**.
- Professional working proficiency in **computer skills** (MS Word, PowerPoint, Excel) as well as access to a computer and the internet



WHAT ARE THE 2018 “CHAPTER P” SERIES PROGRAM THAT YOU CAN APPLY FOR?





PRIME
Program

SMART
Program

MANAGE
Program

PRIME Program

Open for :



Age : **25 – 46**
years old

What is PRIME Program?

PRIME Program is specially designed by the NAMA Foundation to empower the **Program Managers** from NAMA country partners. The 2018 PRIME Program is a collaboration with Humentum International where they owned the Program Management for Development Professional (PMD PRO) Certification. 2018 PRIME Program consist of three components which are PMD Pro Lecture, PMD Pro 1 Examination and PMD Train of Trainers that will be delivered in 5 days' course.

The three components of 2018 PRIME Program covers all areas in Project Cycle Management as it provide comprehensive training for beginners and advanced users. They will equip you with the essential skills, tools and good practices from the field to successfully manage projects in development cooperation and humanitarian work.

Specific Terms:

- Each NAMA's partner can **ONLY send 1 participant**.
- The program is strictly for **Program Manager or Partnership Manager**

What will the program cover?

Upon completing the program participants will:

- Become the Certified PMD Pro 1.
- Empower local consultants with the core values and ethics required to engage CSOs and NGOs and promote development.
- Improve the core professional skills and competencies as a program manager to manage and impliment the development programs.

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INVESTMENT FOR FUTURE SUSTAINABILITY



PRIME Frameworks

Chapter P – Partners Development Program > Chapter T – Organization Transformation

PRIME Program commitment

- Attend **one full-time face-to-face PMD Pro Lecture, one PMD Pro Examination & one PMD Pro Training The Trainers course in Malaysia**, consist of 7 days of concise lecture, exam and TTT events for which international travel, visas, accommodation and meals will be covered.
- Spend up to **30 days participating in action learning sets and webinars** after the face-to-face training courses.
- Spend up to **15 days on-site practical** during the program which you will fulfil through your existing work or consultancy commitments. Consultant also commit to being able to submit recorded videos of your practical session for feedback and mentoring.
- Commit to provide up to **15 days pro bono consultancy support** to NAMA Local Partners and/or NAMA Country Coordination Office within the 12 months following the program.

How to apply?

- If you are interested in taking part in this program, kindly email your CV to **prime@namafoundation.org**
- Kindly include in your CV any expertise, certification, experience or professional background that relates to the education, training & consultancy works
- The closing date will be **4th April 2018**.
- Date for **PRIME** will from **22nd April – 5th May 2018**
- Only short-listed candidates will be contacted by us for interview.



SMART Program

Open for :



Age : **25 – 46**
years old

What is SMART Program?

SMART Program is specially designed by the NAMA Foundation in order to align NAMA country partners with the Foundation 2019 - 2023 strategic planning to understand the focus of the Foundation in achieving its strategic plan. The program will gather top management of the country partners for training on revolving fund, social impact and social investment that the Foundation would like to focus in the following 5 years.

Specific Terms:

Each NAMA's partner can **ONLY send 1 participant**.

The program is strictly for **CEO or Program Manager or Planning Manager**

PRIME Frameworks

Chapter P – Partners Development Program > Chapter T – Organization Transformation

How to apply?

- If you are interested in taking part in this program, kindly email your CV to **smart@namafoundation.org**
- Kindly include in your CV any expertise, certification, experience or professional background that relates to the education, training & consultancy works
- The closing date will be **25th May 2018**.
- Date for **SMART** Program will be in **August 2018**
- Only short-listed candidates will be contacted by us for interview.

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INVESTMENT FOR FUTURE SUSTAINABILITY



MANAGE Program

Open for :



What is MANAGE Program?

MANAGE Program is specially designed by the NAMA Foundation as part of its mission to empower all its partners inline with NAMA Foundation **Beneficiaries Transformation Plan** which are as follows;

2018

Partners Baseline Studies > Partners Strategic Planning Workshop > Partners Profiling > MANAGE Manual

2019

MANAGE Implementation > MANAGE Auditing > MANAGE Accreditation

2020

Quality & Work Process Workshop

2021

International Accreditation (PQASSO & ISO 9001:2015)

How to apply?

- The closing date will be **5th April 2018** for the partners to confirm your participation.
- Date for **MANAGE** Program will be from May - August 2018 which consist the above **2018 Beneficiaries Transformation Plan**

