NGO Leadership Transition Fellowship Program (LTFP) In Africa

ARNOVA and AROCSA, in partnership with the Ford Foundation, have established the NGO Leadership Transition Fellowship Program (LTFP) in Africa. This program is intended for senior civil society/NGO leaders who are contemplating or have decided to move on from their existing NGO. This program seeks to help that leader develop a succession plan within the organization, contemplate a personal transition plan and also preserve their knowledge and experience.

Objectives
The objectives of the LTFP in Africa are to:

1. Contribute to the process of establishing a supportive infrastructure for leadership transition within the NGO movement in Africa
2. Promote the creation of leadership spaces for the next generation of leaders in African civil society to grow and strive
3. Increase the documentation of leadership experiences/reflections and renewal processes within civil society in Africa

Timeframe
This program will start September 1, 2020 and end on November 30, 2020

Fellowship Activities

I. Pre-Fellowship Retreat: ARNOVA will organize a two-day retreat in the US in September to enable better understanding of the following: 1) each fellow’s transition needs; 2) what stage they and their organizations are, in thinking and planning for their transition; and 3) agreement on timing and output of the fellowship. The retreat would also enable creation of peer learning and mentoring community within each LTFP cohort that will enable them to support one another through difficult times in their transition plan.

II. 3-month fellowship placements at Indiana University Lilly Family School of Philanthropy, Indianapolis, Indiana, which will serve as the host institution. Fellows will work with a faculty mentor at the host university to provide guidance on fellows’ book chapters, documentation of leadership experience, and networking. The engagement of the fellows while on the LTFP would include:

1. Reflections on leadership experiences and what they plan to do after the fellowship
2. Writing of a book chapter on a topic of their choice - giving their perspectives on topical issues in the sector; developing a personal career transition plan, and leadership succession plan for their NGOs
3. Organizing of seminars where necessary, on a topic of their choice with students and faculties of the host institution, where they would share their experience amongst others
III. Post-Fellowship Retreat: AROCSA will organize a full day retreat to be held during the AROCSA Pre-Conference session in July of the year following the fellowship. This provides opportunity for a de-brief on the program, capture lessons learned, discuss implications for the sector, plan next steps, and connect with academic institutions in Africa.

IV. Presentation of the book chapters. Fellows will be invited to present their learning experiences in panels and take questions from an intergenerational and cross-sector audience in Africa comprising leaders, researchers and scholars in the social sector. The presentations would highlight their perspectives captured in their book chapters, and will take place during the AROCSA Annual Conference which is typically held in July in Africa. The panel sessions and publication of their written pieces would mark the end of each cycle of the fellowship program.

V. Regional report-back seminar: At the end of the fellowship program and after returning to their countries, each fellow will organize a feedback and experience-sharing seminar, involving the fellow’s organization, other CSOs leaders and institutions. This will create awareness of the Fellowship program and serve as a medium to give back.

V. Mentorship: For a year after the fellowship, the Fellow will commit to adopting a mentee, or serve a CSO in an advisory capacity so that there is transference of knowledge and provision of support. This structured mentorship program can be applied to an existing mentorship relationship or CSO advisory role

Financial Support

I. Stipend: $9,000 covering living support for the three months during the fall semester at a US university

II. Housing: one single furnished bedroom, in a 2-bedroom apartment shared with one other fellow for three months in Indianapolis

III. Health insurance through Indiana University for three months in Indianapolis

IV. SEVIS fee

V. Economy class return ticket from home country to the US for the semester at Indiana University in Indianapolis

VI. Costs related to attending the 2020 ARNOVA North American annual conference

VII. Costs related to attending the opening and closing retreats in the program

VIII. Up to $1000 travel funds to attend the AROCSA conference in July 2021

Eligibility

I. Executive Director of an NGO in Africa, and from Africa, seeking to transition away from their NGO

II. Approval from the board to take a sabbatical from work from September - November 2020

III. Candidate must be above forty (40) years of age

IV. Candidate must have been in the executive leadership position for at least ten (10) years

V. Candidate must be a full time paid staff of the NGO

VI. Medical fitness certified by qualified medical doctor

Notes

1. Transition for the program is defined in the context of “an NGO leader exiting the NGO in which he/she has been in its full employment and paid staff leadership position for at least 10 years, and moving into a different NGO, academia, business, government or going into retirement.

2. Once an offer is made, participation may not be deferred
### Required Deliverables

I. Written Personal Transition Plan  
II. Written Leadership Succession Plan for the NGO  
III. A book chapter on a topic of choice reflecting topical issues in the nonprofit sector in Africa; the chapter must be between 5,000 – 7,500 words including references

### Application Process

Applicants are required to apply for the Fellowship through the electronic application on the ARNOVA website. Applications must include the following:

I. Completed electronic application forms  
II. Copy of current passport  
III. Curriculum Vitae  
IV. Two letters of recommendation (including one from the NGO Board Chair indicating that the board is aware and approves of the applicant’s participation in the fellowship)  
V. 3-5 page (double space, 12pt font with one inch margins) personal statement that includes, but not limited to, the reason for participating in the fellowship and anticipated fellowship objectives that the applicant seeks to achieve

* If selected, you will be required to complete and document a comprehensive assessment of your health status. To view the medical form and familiarize yourself with required medical examinations, please click here:  
  [https://www.arnova.org/resource/resmgr/ford/ltfp_19/NLTFP_Medical_Fitness_Form.pdf](https://www.arnova.org/resource/resmgr/ford/ltfp_19/NLTFP_Medical_Fitness_Form.pdf)

### Application Timeline

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<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>August 15, 2019</td>
<td>Application opens</td>
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<tr>
<td>December 15, 2019 5:00 PM EDT</td>
<td>Application deadline (all materials must be submitted by this time)</td>
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<tr>
<td>January 15, 2020</td>
<td>Selection process begins (reviews and Skype interviews)</td>
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<tr>
<td>March 15, 2020</td>
<td>Awardee Notification</td>
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<tr>
<td>Sept 1 – Nov 30, 2020</td>
<td>Fellowship at Indiana University</td>
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<tr>
<td>November 2020</td>
<td>ARNOVA Conference</td>
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<tr>
<td>July 2021</td>
<td>Post-Fellowship Retreat at AROCSA Conference</td>
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Organizational/Institutional Profiles

ARNOVA
Established initially in 1971 as the Association of Voluntary Action Scholars (AVAS), the organization was renamed the Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA) in 1991. In recent decades, the association has played a key role in expanding research and teaching about the practices and traditions of voluntarism, philanthropy, and nonprofit organizations.

ARNOVA’s mission is to be a “leading interdisciplinary community of people dedicated to fostering – through research and education – the creation, application, and dissemination of knowledge on nonprofit organizations, philanthropy, civil society, and voluntary action.” ARNOVA’s membership comes from a broad range of academic disciplines, including sociology, political science, economics, history, law, and many others. While about three-quarters of ARNOVA’s members identify themselves as academics, the remaining one-quarter self-identify as nonprofit practitioners. Nearly one-third of ARNOVA’s membership and conference attendees live outside the United States. The association’s scholarly journal, Nonprofit and Voluntary Sector Quarterly, is the leading peer-reviewed journal in the field. In addition, its annual conference hosts around 700 scholars, practitioners, and policymakers to present over 400 research papers. ARNOVA’s website address is www.arnova.org.

AROCSA
The Association for Research on Civil Society in Africa (AROCSA) seeks to create a platform for meaningful engagement of scholars and researchers, practitioners in civil society, business and policy makers, and other stakeholders, with the goal of knowledge generation and dissemination on civil society by African scholars and practitioners, reflecting global excellence standards and propelling development on the continent.

AROCSA was founded in September 2015 in Accra, Ghana, under the auspices of the Association for Research on Non-Profit Organizations and Voluntary Action (ARNOVA) and with support from Ford Foundation, to promote and advance a community of excellence in research and practice on civil society in the service of African development. There are multiple, stand-alone efforts to encourage research and knowledge-sharing on the ‘third sector’ globally, and this is evident in the existence of various organizations, conferences, academic journals etc. in various parts of the world. In Africa, the contemporary complexities of governance and relationships between sectors – public, private, non-profit, and academia -- has led to the rise in the relevance of civil society and the citizen sector in general. It is therefore crucial to have a continent-wide organization that will serve as the bedrock of advancing knowledge and practice in the area of civil societies in Africa. This is why AROCSA was set up.

AROCSA expects to operate in the five areas listed below:

- The creation of a fund to support research and scholarship on civil society in Africa
- An annual conference bringing together scholars and practitioners for networking, learning, and skills-building
- A regional academic journal focused on African civil society
- Fellowships for doctoral students and civil society professionals
- Training for scholars and civil society organization (CSO) staff on applied research methods and evidence-based work.
NGO LEADERSHIP TRANSITION FELLOWSHIP PROGRAM (LTFP)

COMPLETE ONLINE AT WWW.ARNOVA.ORG/LTFP

First Name: ____________________________________________

Last Name: ____________________________________________

Telephone: ____________________________________________

Email Address: __________________________________________

Residential Address: ______________________________________

Mailing Address: _________________________________________

Country: ______________________ Zip Code: ______________________

Country of Citizenship: ______________________________________

Gender: (Please tick)

☐ Female ☐ Male

Marital Status:

☐ Single ☐ Married ☐ Divorced ☐ Widowed ☐ Separated

Date of Birth (DD/MM/YYYY): (______/_______/__________)

Title:

☐ Mr. ☐ Mrs. ☐ Ms. ☐ Dr. ☐ Prof.

Highest Degree Obtained:

☐ Doctorate ☐ Master’s ☐ Bachelor’s ☐ Diploma

Name of NGO: ____________________________________________

Location (city and Country) of the organization

How old (# of years since it was founded) is the organization? __________________________

Current Position/Job Title: ____________________________________________

Are you a/the Founder of the organization? ____ Yes _____ No
In what area in Civil Society does the organization work?: (Please tick (✓) all which apply)

☐ Arts and Culture
☐ Economics/Development Issues
☐ Education (Adult Education)
☐ Environmental/Natural Resource
☐ Faith /Religion
☐ Healthcare
☐ Mentorship Opportunities
☐ Policy Advocacy, Law
☐ Society & Culture
☐ Sports Recreation
☐ Technology & Innovation
☐ Any other ______________________

Spoken Language(s): ____________________________________________________________

Employment Status (Please tick (✓) as applicable):

☐ Full time
☐ Part time/Consulting
☐ Retired
☐ In transition between career options
☐ Other _____________________________________________________________

How many years (cumulative) have you been in active employment in the CSO Sector?

☐ 0 - 5 years
☐ 6 - 10 years
☐ 11 – 15 years
☐ 16 - 20 years
☐ 21 - 29 years
☐ 30 years and above

When do you plan to leave this NGO? (number of years/years from now) ______

________________________________________________________________________

What are some of your major plans you would like to pursue after you leave this NGO? (Please tick (✓) all which apply)

☐ Relax and enjoy my retirement
☐ Find active engagement - consulting
☐ Teach in an academic institution
☐ Pursue new and different interests (for example, set up a new organization)
☐ Pursue a government/private sector career
☐ Remain within civil society but different organization
☐ I am unsure of the path I will pursue
☐ Other _________________________

What three key personal objectives or goals do you want to achieve as part of this program?

1. __________________________________________________________________________
2. __________________________________________________________________________
3. __________________________________________________________________________

In the space below, kindly indicate how and why this Fellowship would be beneficial to you. Bear in mind that this is a Leadership Transition Fellowship - how are you thinking about your transition, what concerns do you have, how can a program like this assist you in your transition?

________________________________________________________________________

Is the Board of your organization aware of your interest in this program?

_____ Yes       _____ No
Do you have the approval of your Board to take on this fellowship?

____ Yes    ____ No    _____ Discussions are ongoing

What key adjustments would your organization have to make in order for you to participate in this program? Would you be able to step away from the organization for the time required (3 months)?

Kindly indicate your most recent experience in conducting research (Please share what kind of research it was, when, where, any institutional affiliations, and the focus of the research)

How did you hear about the LTFP?

☐ ARNOVA Website  ☐ Word of Mouth
☐ AROCSA Website  ☐ Social Media
☐ Another organization ______________  ☐ Search Engine (for example, Google)
☐ At an event/Program  ☐ Others (please specify)______________
Any comments, questions or concerns?

Emergency/Alternative Contact Person
*Please give details on anyone we can contact in case of extremely urgent concerns of emergency*

First Name: ________________________________
Last Name: __________________________________
Telephone: __________________________________
Email Address: __________________________________
Relationship to you: __________________________________

Medical Fitness Assessment

If selected, you will be required to complete and document a comprehensive assessment of your health status.

To view the medical form and familiarize yourself with required medical examinations, please click here: https://www.arnova.org/resource/resmgr/ford/ltfp_19/NLTFP_Medical_Fitness_Form.pdf

Would you be able to complete the medical fitness assessment?  □ Yes.  □ No