***Beyond Compliance Global***

**Application to be trained as a**

**Beyond Compliance Facilitator**

Applicants wanting to be trained to become a Beyond Compliance Facilitator are required to complete the application form including the facilitation skill assessment below. This form includes questions on technical experience and facilitation skills, and it requires an up to date curiculum vitae (CV) to be included. The CV must be in a Microsoft Word or PDF format, and in English.

**Application Form Part One**

1. Surname:
2. Personal Name(s):
3. Gender:
4. Date of Birth:
5. Nationality (passport):
6. Country of Residence:
7. Phone number (including country code):
8. E-mail address:
9. Current position title and department or division :
10. Contact details for employer, including an email for line manager:
11. Current/previous employer type relevant to Beyond Compliance (check with X if relevant):

|  |  |  |  |
| --- | --- | --- | --- |
| NPPOs |  | Private sector |  |
| RPPOs |  | Other government agency |  |
| Academic/research institution |  | Other (please describe blow) |  |

If you select Other, please describe:

1. Working-level Language proficiency:

Select with X as many as appropriate. Please note that only languages for which you have a working-level of written and spoken proficiency should be selected. This means that you feel comfortable participating actively and speaking publicly in that language. Candidates must also be comfortable working and presenting to groups in at least one of these languages, and able to work with the trainers in English.

|  |  |  |  |
| --- | --- | --- | --- |
| English |  | Russian |  |
| French |  | Arabic |  |
| Spanish  Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | Chinese |  |

1. How many years have you been involved in phytosanitary related work? (e.g.: plant health inspections, pest management advisory roles, pest risk analysis, trade negotiations, etc) Please note, we are seeking both junior and experienced staff as applicants (check with X).

|  |  |  |  |
| --- | --- | --- | --- |
| None |  | 6-10 years |  |
| Less than 1 year |  | 11-15 year |  |
| 1-2 years |  | 16-20 years |  |
| 3-5 years |  | More than 20 years |  |

1. What positions and topic areas have you worked on? (select with X as many as appropriate)

|  |  |  |  |
| --- | --- | --- | --- |
| Institutional management |  | Pest Risk Analysis |  |
| Policy making |  | Strategic planning |  |
| Trade negotiation |  | Stakeholder management |  |
| Research operations |  | Import/Export certification |  |
| Field operations |  | Other (please describe below) |  |

1. In what specific topic(s) do you have the most experience?
2. Email a curiculum vitae (CV) with this application. Three to five pages maximum.

Please ensure that the CV clearly presents your knowledge, experience in work related to phytosanitary issues in export trade (at national, regional and international levels), and your experience related to training and facilitation.

1. Email a signed letter of support from your immediate supervisor (line manager) stating (a) that he or she recommends you as a good candidate for a facilitator role and (b) that the time commitment described for training is agreed with him or her. This letter may be in your national language, but review will be faster if in English, Spanish or French.

**Application Form Part Two**

Facilitation skills

The purpose of this part is to identify individuals with the experience and characteristics needed for the facilitator role. To answer these questions, please give examples wherever possible to illustrate your experience. You may use up to 4 pages to answer these questions.

Focus on your past experiences as a facilitator and how you dealt with them.

1. Describe your experience facilitating group discussions, consultations (e.g. with cross ministerial groups or stakeholders) and workshops?

Please provide specific examples.

1. What do you think are the most important skills for the facilitator role, in particular those relevant for phytosanitary issues in trade?
2. What is your approach for getting a group to interact effectively and keep focused on the objectives of a training or meeting?
3. How have you dealt with groups that include members with different levels of experience, different objectives or different roles? How have your kept the group on track for the purpose of the meeting?
4. What recent experience have you gained that may improve your skill to serve in a facilitator role?