

Application to the MGG Academy 2022

General Information



Please note that the MGG Academy is open to young professionals from participating (or potential) partner organisations in Brazil, China, India, Indonesia, Mexico and South Africa. Additionally, two places are reserved for European participants from potential partner organisations.

The Managing Global Governance Academy is committed to diversity and inclusion. We therefore invite all eligible candidates, irrespective of their gender, ethnic and religious backgrounds, including persons with disabilities, to apply.

Dear employer

The MGG Academy and the MGG network offer a wide range of benefits for partnering institutions:

- Staff qualification with a global perspective: Participants build up an international network, develop their leadership competencies and strengthen their abilities to address global governance issues in their institutions' work.
- Opportunities for new forms of cooperation on innovative ideas, research topics and projects.
- Partnership in a vibrant global network of institutions from rising powers and Germany/Europe contributing to the implementation of the 2030 Agenda.

We kindly ask you to describe how the global governance related activities of your institution could be enhanced through the participation of your employee in the MGG Academy. Please also describe how you will support your employee in applying their newly gained competencies after return.

Important dates of the programme*

15 March 2022	Deadline for applications to be uploaded online
April 2022	Selection of participants and posting of preliminary invitations Submission of health certificate
May 2022	Posting of official invitations, Application for visa
June 2022	Submission of visa documents and flight itineraries to DIE
11 August 2022	Arrival in Bonn, Germany
08 December 2022	End of the MGG Academy in Bonn, Germany

Dear applicant

You are planning to join an international dialogue and training format. The MGG Academy is a contribution to human and institutional capacity development. It aims at enhancing your qualification as an expert or young executive within your institution and to strengthen your institution's capacities related to global governance and international cooperation.

With the application to the MGG Academy, you also apply to become a member of the MGG network. You commit yourself to promoting the implementation of the 2030 Agenda by developing innovative knowledge and inspiring action for transformative change and sustainable development.

We require information about your workplace and tasks if the MGG Academy is to be beneficial for you and your institution. Please explain your professional interest in global public policy and international cooperation by answering our questions.

Please take note that DIE might invite you to an online interview to assess your English proficiency. DIE will communicate the decision on your application in April 2022. In case of a positive decision, you will receive a preliminary invitation. You will be asked to present a health certificate duly filled and signed by a licenced physician. After verification of your physical fitness to participate in the Academy, you will receive an official invitation by the end of May. The invitation will encompass a detailed schedule and a scholarship contract. Furthermore, the invitation is indispensable for the application for a visa. The scholarship contract will only take effect after signing and sending it back to DIE.

Conditions for participation

1. Candidates should meet the following criteria:

- be a national or permanent resident of one of the participating countries
- be 25 – 40 years old*
- work on issues relevant for sustainable development and global governance
- have at least three years work experience (non-remunerated experience is also recognised)
- have the support of their employer (written support required as part of application)
- have a very good command of the English language (equivalent to B2 level of the CEFR). Please take note that DIE may invite you to an online interview or ask you submit a short video presentation to assess your level of English, if shortlisted.
- be respectful of other cultures
- be open to teamwork, reflection and a broad variety of working methods

*older applicants, who have taken longer periods of parental leave, may be considered.

2. The selection of participants will be made by DIE, in consultation with the German Federal Ministry for Economic Cooperation and Development (BMZ). Applicants will be informed of the decision by DIE. Participant agreements will take effect as soon as the applicant has accepted the offer of participation, signed the participant contract and submitted a health certificate. A reimbursement of any financial support received may be required in the event of the premature termination of the MGG Academy.

3. During the dialogue and training format, DIE will meet the costs of accommodation and, in addition, grant a daily allowance to cover living expenses (exceptions may apply for locally recruited participants). The monthly allowance during the time of the course amounts to 800€ per month, counting 4 months in total. The allowance is meant to cover the cost of groceries, clothing, telephone and all other expenses during the stay in Germany and the Schengen area. On arrival in Bonn, DIE will assist the participant to open a bank account, to which the financial support will be transferred each month.

The allowance provided by DIE is not sufficient to support dependents. Consequently, it is incumbent on the participants to, if so required, secure the livelihood of their families in the home countries for the duration of the programme. Accommodation provided by DIE is for the use of the participant only. DIE cannot support or take responsibility for visiting family members or friends.

4. The participant may not accept other scholarships for the duration of the Academy, nor is the participant allowed to take up any additional part or full time employment.

5. In addition to professional suitability, the applicant should not suffer from any medical condition illness that may impede their participation in the full duration of the Academy. Participants will be asked to submit a health certificate, filled and duly signed by a licenced physician.

6. The participant must adhere to the Covid-19 regulations in place at the time of their stay in the Federal Republic of Germany. Under the current conditions (as of 28.01.2022) this would mean that a vaccination against Covid-19 is necessary to participate in all parts of the MGG Academy. Also, a period of quarantine upon arrival might be required.

7. DIE will provide health insurance, liability insurance and accident insurance for the participant for the duration of their stay in Germany. The participants themselves must carry any additional costs not covered by the insurances.

8. The participant is expected to demonstrate full commitment by actively participating in all mandatory sessions of the course and to fulfill all preparatory assignments.

9. The participant must attend the Academy regularly. Absence without valid excuse may cause withholding of the financial support or, in the worst case, termination of participation.

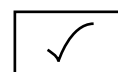
Participation in the MGG Academy can be terminated for the following important reasons:

- severe lack of engagement in the learning activities
- severe violation of the principles of the programme (e.g. disrespectful communication, harassment)
- health reasons
- public health reasons,
- violation of the conditions for participation (e.g. repeated absence without valid excuse),
- violation of laws of the Federal Republic of Germany.

Participants are not legally entitled to holidays. In exceptional circumstances, such as an illness in the family, the participant may be granted a temporary leave of absence from the Academy.

10. Prior to departure from Germany, the participant is required to settle all outstanding financial obligations. They are obliged to deregister at the city hall Bonn, close their bank account and return the public transport-ticket provided by DIE. The participant commits to returning to the country of origin or residence upon completion or termination of the MGG Academy.

Please attach the following documents as PDF files to the online application



Application Form Part 1 To be filled in and signed by applicant.*

Application Form Part 2 To be filled in, signed and stamped by employer.*

Diplomas Copy of diplomas or certificates (in English or English translation) with the highest professional qualification and/or university degree

Curriculum Vitae Including publications (if applicable).

Passport Copy Please submit a copy of the main pages of your passport

Language Certificates Please include an English language certificate

*Please upload the whole form as filled pdf-file. Please only print pages 9 and 12 and upload them signed and stamped as scanned copy.

Please understand that we are not able to take incomplete applications into consideration.

With financial support from the



Application Form to the MGG Academy 2022

Part 1: Applicant's statement (to be filled in and signed by applicant)



Application for the MGG Academy 2022

First information

1	Surname	
2	Given name	
3	Title	
4	Which name(s) should we put on your nametag?	
5	Country	
6	Institution/employer	
7	Sector (ministry, other governmental institution, research or university, NGO/CSO, private sector)	
8	Position	

Personal data

1	Applicant's Passport No:	Date of issue:	Date of expiry:	Place of issue:
2	Date of birth	Day	Month	Year
3	Country of birth			Place
4	Nationality			
5	Gender	Female	Male	Other
6	Postal Address (private address)	Street		No:
		Area code:	Town:	Country:
		Telephone:	Fax:	Email
7	Postal Address (employer's address)	Street		No:
		Area code:	Town:	Country:
		Telephone:	Fax:	Email
8	Please provide the contact details of a person whom we should contact in case of an emergency:			
	Name:	Street		No:
		Area code:	Town:	Country:
		Telephone:	Fax:	Email

9	English proficiency	Beginner's knowledge (equivalent to level A1)	Basic knowledge (equivalent to level A2)	Intermediate knowledge (equivalent to level B1)	Good knowledge (equivalent to level B2)	Excellent knowledge (equivalent to level C1)	Mother tongue (equivalent to level C2)
10	Education (please enclose diplomas/certificates)						
	From	To	University	Field/Main Subjects	Qualification/Diploma (e.g. Bachelor, Master, PhD)		
	Please name the topic of your Bachelor, Master and/or PhD thesis						
	Other further education:						
11	Employment						
	Please be particularly precise about the past three occupations starting with your current employment.						
	From	To	Employer	Position/Job description			

12	How many co-workers report directly to you?	Number:
13	Do you conduct trainings for your colleagues or co-workers?	Yes No
14	What are your main tasks at your current position?	
	Describe your division's or department's function and your responsibilities: In how far are issues of global governance, international cooperation and/or sustainable development related to your current function and responsibilities? If possible please name concrete projects, services etc.	
15	What are your career plans ...	
	... for the next five years	
	... and in the long run?	

16 What do you expect from participating in the MGG Academy?

Please explain your motivation and objectives.

Furthermore, please describe which challenges you expect with regards to participating in this programme.

17 Please choose one topic in the area of global governance and/or sustainable development that is of special interest to you and explain your choice

Why is this topic particularly relevant to you? What are the main challenges in this issue area?
What are or could be possible solutions? How could these be implemented?

Declaration by applicant*



I hereby apply to participate in the Managing Global Governance Academy 2022 and undertake to complete all parts of the programme.

I confirm that the information provided above is correct and complete. Where required, this is documented by certificates.

I confirm that I have read, understood and accept the conditions for participation.

Date

Place

Signature

Regulation on data utilization and privacy protection



By signing below, you agree that your personal data will be processed by the MGG Academy for the selection process. Only the selection committee will have access to your personal data.

Your personal data will not be given to a third party. We will only retain the data of those who are selected. The personal data of applicants who are not selected, except for the name and institution of the applicant, will be deleted after the statistical analysis and the finalisation of the selection process.

If you are selected for the MGG Academy:

- your data will be used to support your participation (i.e. visa process, registration, administration, etc.) in the MGG Academy,
- your personal data will be given to third parties (i.e. insurances, landlords and landladies, partner institutions, etc.) to support your participation,
- you authorise DIE to contact German authorities for pertinent information to support your participation in the MGG Academy (i.e. visa process),
- your data will be retained after the completion of the MGG Academy to support your participation as a member of the MGG network unless otherwise requested.

We will never forward your information for commercial purposes.

Date

Place

Signature

*Please upload the whole form as filled pdf-file. Please only print pages 9 and 12 and upload them signed and stamped as scanned copy.

Part 2: Employer's statement (to be filled in, signed and stamped by the superior)

Application for the MGG Academy 2022

We would like to ask you for a statement on your employee's application. When completing the form below, you are kindly requested to take into account the information about the contents and concept of the MGG Academy and the MGG programme.

As a sign of commitment towards the MGG programme, international travel expenses for the round trip to and from Germany will be met by the sending institutions. Furthermore, the sending institutions are requested to grant the participant special leave of absence for the training and – according to internal human resource development policies – to provide their with a continued payment of salary.

We ask for your kind understanding that the participant is not supposed to work for their sending institution during the period of the training. The MGG Academy is a full time programme that requires consistent active engagement of the participant in order to reach its full potential.

1	Name of applicant:			
2	Current employer:			
3	Your name:			
4	Your position:			
5	Your professional relationship to the applicant:			
6	Your contact details for correspondence:	Street	No:	
		Area code:	Town:	Country:
		Telephone:	Fax:	Email:
7	Type of institution: (sector)			
8	Which are the main activities of your institution?			
9	To enable my institution to benefit from the advanced training, the applicant will continue to be employed in my institution after their return from the MGG Academy.			
	Yes			
	Not sure yet, because			
	No, because			

10	<p>We are interested to know in how far the participation of the applicant in the MGG Academy would contribute to their professional development as well as to the strategic organisational development of your institution. Please answer the following questions:</p> <ol style="list-style-type: none">1. What do you expect from the participation of the applicant in the MGG Academy? Where do you perceive special potential for further development of the applicant? 2. Which benefits do you expect from the participation of your employee in the MGG Academy? 3. As a partner institution of the MGG network, how would you like to engage in and contribute to MGG activities? 4. How could you support the development of your employee after the MGG Academy?
11	<p>Will the applicant's salary be paid for the entire duration of the MGG Academy?</p> <p>Yes</p> <p>In part, because</p> <p>No, because</p>

Declaration by the employer



Taking into consideration my remarks, I herewith confirm the information given by my employee.

I strongly support their application and I will facilitate the transfer of newly-acquired skills and competencies into my organisation.

I have read the above mentioned conditions for participation and accept them*.

Date

Place

Signature

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By signing below, you agree that your personal data will be processed by the MGG Academy for the selection process. Only the selection committee will have access to your personal data.

Your personal data will not be given to a third party.

In case your employee is selected, we will retain your data to support the participation in the MGG Academy and the MGG network.

We will never forward your information for commercial purposes.

Date

Place

Signature

*Dear applicant: Please upload the whole form as filled pdf-file. Please only print pages 9 and 12 and upload them signed and stamped as scanned copy.