



## Policy, Planning, and Leadership for Sustainable Educational Development. IIEP-UNESCO Summer School for Female Planners

7–25 August 2017

## PREREQUISITES

### PARTICIPANTS' PROFILES

Only female candidates will be considered for IIEP's 2017 Summer School. Female applicants from government institutions such as Ministries of Education, Finance, Planning, and national research and training institutions in UNESCO Member States, particularly in developing countries, are invited to apply.

Female personnel wishing to upgrade their skills or prepare for a professional reorientation are also welcome to apply. Candidates should have a minimum of three years of work experience at the central or regional administrative level, or in research and training related to educational planning and management.

Candidates should be between 30 and 48 years of age, and hold at least a bachelor's degree (or equivalent), preferably in a field related to education, economics, or statistics.

Candidates must be fully proficient (read, write, and speak fluently) in English. Candidates whose first language or working language is not English must provide a certificate of proficiency in English. Good computer skills in MS Word and Excel software will be required for the successful completion of IIEP's 2017 Summer School.

### SELECTION PROCEDURES

The following documents should be assembled electronically prior to filling out the Application form in order to facilitate uploading onto your e-application:

- A detailed cover letter of motivation explaining: a) How you found out about the Summer School for Policy, Planning and Leadership; b) Why you wish to participate; c) How it relates to your professional experience and current responsibilities; d) How you expect it to be of value to your career and future responsibilities.
- A presentation form signed by your employer duly completed (you can download the presentation form *via* the online application in the section: 'Application and Selection Procedures').
- An organizational chart of the Ministry or home institution indicating your position with an **X**.
- Scanned copies of certificates, diplomas, and degrees mentioned in the application.
- A language certificate, if the applicant's first language is not English.
- Two letters of reference.
- A scanned copy of the page of your passport which indicates your full name.
- A scanned copy of a passport size photo.

A Selection Committee will review all applications for IIEP's 2017 Summer School. Candidates will be notified in writing, with copy to their supervisors.

### FINANCIAL AND PRACTICAL INFORMATION

IIEP's 2017 Summer School is free of charge. Travel, accommodation, lunch, and the reduced subsistence allowance during the Residential phase will be borne by either IIEP or other financial partners. However, costs associated with preparation of the video presentation, the medical file and visa acquisition must be borne by the participant.