



Advancing Women's Leadership and Advocacy for AIDS Action

Women's Leadership in HIV/AIDS Nigeria Workshop

August 25 – September 12, 2008
Abuja, Nigeria

APPLICATION

Eligibility: The Nigeria workshop is designed for women working in HIV/AIDS in Nigeria who meet the “applicant profile” on page 3 of this application. Please note that applications received from non-residents of Nigeria or from those who do not meet the applicant profile **will not be reviewed**.

Please submit your complete application to:

Victoria Lanteigne
Capacity Building Division
CEDPA
1133 21st Street, NW
Washington, DC 20036
Tel. 202-332-4496
Fax: 202-667-2043
Email: NigeriaAIDS@cedpa.org

A complete application consists of:

- Application Form
- Applicant Essay (2 pages)
- Supervisor Form

Deadline: May 8, 2008

Important: Your application will only be reviewed upon receiving all three documents. All forms, including the Supervisor Form, must be received by **May 8, 2008** to be considered for review and selection. If selected, all costs related to participation in the workshop will be covered by CEDPA. Applicants will be notified of the selection committee's decision by July 1, 2008.

Advancing Women's Leadership and Advocacy for AIDS Action

The *Advancing Women's Leadership and Advocacy for AIDS Action* initiative is aimed at achieving greater and more meaningful participation of women—particularly women living with HIV/AIDS—in decision-making at all levels to ensure programs, policies and funding respond to the unique impact of HIV/AIDS on women and girls.

The initiative consists of two complementary components—the training component implemented by CEDPA and its partners, the International Community of Women Living with HIV/AIDS, the International Center for Research on Women, and the National Minority AIDS Council—and the small grants program implemented through The Global Coalition on Women and AIDS/UNAIDS.

The training component will equip and empower a cadre of confident, knowledgeable and skilled women leaders to 1) advocate at all levels for effective HIV/AIDS policies and increased funding to address the unique and devastating impact of AIDS on women and girls, and 2) prevent the spread and mitigate the effects of AIDS through high quality, gender sensitive, community-based HIV/AIDS programs and services.

Major activities carried out under the training component include:

- Training needs assessment on women's leadership, management, advocacy and HIV/AIDS technical knowledge and skills.
- *Planning and Design Workshop for Master Trainers* that developed regional training teams to implement a series of regional and country-level workshops.
- Global, regional and country-level women's leadership in HIV/AIDS workshops to enhance the leadership, management and technical skills of women living with and affected by HIV/AIDS.

Women's Leadership in HIV/AIDS: Nigeria Workshop

The Nigeria workshop is the first country-level workshop conducted under the *Advancing Women's Leadership and Advocacy for AIDS Action* initiative. It follows three workshops already conducted under this initiative:

1. A master trainer workshop in March 2007 in Washington, DC to train 21 *Women's Leadership in HIV/AIDS* master trainers,
2. A global workshop in July 2007 in Washington, DC for 23 women leaders from 20 countries, and
3. An African regional workshop in April 2008 in Nairobi, Kenya for 24 women leaders from 5 African countries.

The goal of the Nigeria workshop is to build the leadership, advocacy and technical expertise of women—particularly HIV positive women—who are working on the frontlines in the fight against AIDS throughout Nigeria.

The workshop will be conducted by the Africa regional master trainers in collaboration with CEDPA. The three-week workshop is intensive and highly participatory, providing a supportive learning environment for exchange of best practices and experiences, technical depth, strategy development and skill building. The workshop offers country-specific technical knowledge on the

epidemic and its impact on various populations, and highlights successful approaches to HIV prevention, voluntary counseling and testing, care and support, and access and adherence to antiretroviral treatment. Participants will develop a greater appreciation for their individual leadership styles and capabilities and enhance their program management, financial sustainability and advocacy competencies.

Key topics to be addressed in the workshop include:

- **Dimensions of Leadership** — identify and strengthen personal and professional leadership traits to design and implement institutional, community, and national responses.
- **Policy Analysis and Advocacy** — understand policy making processes and the impact of policy on HIV programs, services and rights; enhance advocacy skills; and develop national and/or state level advocacy strategies.
- **Program Management** — develop and apply techniques and tools for effective program management.
- **Financial Management** — improve project budgeting and financial analysis skills.
- **Strategic Communications** — understand and apply strategic communication techniques to educate, motivate, and mobilize communities, decision makers, and institutions for change.
- **Fundraising** — strengthen donor relations skills; learn strategies for effective fundraising; develop tools to improve the proposal development process.
- **Gender and HIV/AIDS** — explore the impact of HIV/AIDS on women and girls; examine global, regional and country level responses, and develop strategies for integrating gender into HIV/AIDS programs and policies.
- **HIV/AIDS Technical Updates** — examine, analyze and develop strategies to adapt or replicate successful, cutting edge program approaches in HIV/AIDS prevention, care and treatment.

Applicant Profile

The Nigeria *Women's Leadership in HIV/AIDS* workshop is designed for early to mid-career women from NGOs, PLWHA organizations, government, the private sector and political institutions who work in HIV/AIDS programs at community, district, state or national levels. Women with a commitment to building women's leadership in HIV/AIDS and who meet the following criteria will be considered:

- Current staff or volunteer working with government or non-governmental organizations or networks at the community, district, state or national level in the field of HIV/AIDS,
- A minimum of 2 years experience working in HIV/AIDS program management and/or advocacy,
- Demonstrated commitment to HIV/AIDS programming or advocacy that positively impacts women and girls,
- Demonstrated commitment to meaningfully involve women living with HIV/AIDS, and
- Demonstrated motivation or ability to bring about change at the community, district, state or national level.

The workshop will be conducted in English and selected applicants must be highly proficient in written and spoken English.

Application Form

Please type or print in ink.

PARTICIPANT NAME:			
	surname		first/given
DATE OF BIRTH:			
	day	month	year
ORGANIZATION:			
JOB TITLE:			
WORK ADDRESS:			
city	province/state	country	postal code
WORK PHONE:		FAX:	
include country and city codes		include country and city codes	
E-MAIL ADDRESS:			
MAILING ADDRESS (if different from above):			
city	state	country	postal code
OTHER PHONE:		FAX:	
include country and city codes		include country and city codes	
ADDITIONAL E-MAIL ADDRESS:			
IS YOUR POSITION:	<input type="checkbox"/> Salaried	<input type="checkbox"/> Voluntary	
ARE YOU LIVING OPENLY WITH HIV?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	

EDUCATIONAL BACKGROUND			
NAME AND LOCATION OF INSTITUTION	FIELD OF STUDY	DEGREE	YEAR

Application Form

FIELDS OF WORK AND AREAS OF INTEREST	
<p>ORGANIZATIONAL FIELDS OF WORK</p> <p><i>Please check the areas that best describe your organization's work. Check All that Apply</i></p> <p>HIV/AIDS</p> <p><input type="checkbox"/> Prevention</p> <p><input type="checkbox"/> Care, Treatment and Support</p> <p><input type="checkbox"/> Stigma and Discrimination</p> <p><input type="checkbox"/> Orphans & Vulnerable Children</p> <p>Reproductive Health</p> <p><input type="checkbox"/> Family Planning / Reproductive Health</p> <p><input type="checkbox"/> Adolescent Reproductive Health</p> <p><input type="checkbox"/> Maternal and Child Health</p> <p>Education</p> <p><input type="checkbox"/> Formal / Non-formal Education</p> <p><input type="checkbox"/> Vocational</p> <p>Democracy & Governance</p> <p><input type="checkbox"/> Civil Society Strengthening</p> <p><input type="checkbox"/> Conflict Mitigation & Management</p> <p><input type="checkbox"/> Human Rights / Women's Rights</p> <p><input type="checkbox"/> Trafficking</p> <p><input type="checkbox"/> Women's Participation in Decision-Making</p> <p>Income Generation</p> <p><input type="checkbox"/> Poverty Reduction / Income Generation</p> <p><input type="checkbox"/> Micro-finance / Micro-credit</p> <p><input type="checkbox"/> Small / Medium Business Development</p>	<p>AREAS OF PERSONAL INTEREST</p> <p><i>Please check the areas of greatest interest to you personally. Check All that Apply</i></p> <p>HIV/AIDS</p> <p><input type="checkbox"/> Prevention</p> <p><input type="checkbox"/> Care, Treatment and Support</p> <p><input type="checkbox"/> Stigma and Discrimination</p> <p><input type="checkbox"/> Orphans & Vulnerable Children</p> <p>Reproductive Health</p> <p><input type="checkbox"/> Family Planning / Reproductive Health</p> <p><input type="checkbox"/> Adolescent Reproductive Health</p> <p><input type="checkbox"/> Maternal and Child Health</p> <p>Education</p> <p><input type="checkbox"/> Formal / Non-formal Education</p> <p><input type="checkbox"/> Vocational</p> <p>Democracy & Governance</p> <p><input type="checkbox"/> Civil Society Strengthening</p> <p><input type="checkbox"/> Conflict Mitigation & Management</p> <p><input type="checkbox"/> Human Rights / Women's Rights</p> <p><input type="checkbox"/> Trafficking</p> <p><input type="checkbox"/> Women's Participation in Decision-Making</p> <p>Income Generation</p> <p><input type="checkbox"/> Poverty Reduction / Income Generation</p> <p><input type="checkbox"/> Micro-finance / Micro-credit</p> <p><input type="checkbox"/> Small / Medium Business Development</p>
<p>Beneficiary Populations: <i>Please check the target groups with whom you have the most experience. Check All that Apply.</i></p> <p><input type="checkbox"/> Commercial Sex Workers <input type="checkbox"/> Men</p> <p><input type="checkbox"/> Intravenous Drug Users <input type="checkbox"/> Women</p> <p><input type="checkbox"/> Orphans/Vulnerable Children <input type="checkbox"/> PLWHA</p> <p><input type="checkbox"/> Out-of-school Youth <input type="checkbox"/> In-school Youth</p> <p><input type="checkbox"/> Religious/Traditional Leaders <input type="checkbox"/> Migrant Populations</p>	<p>Personal Skill Areas: <i>Please check the areas in which you have the strongest skills. Check All that Apply</i></p> <p><input type="checkbox"/> Gender Evaluation <input type="checkbox"/> Monitoring & Evaluation</p> <p><input type="checkbox"/> Institution Building <input type="checkbox"/> Advocacy / lobbying</p> <p><input type="checkbox"/> Training / Facilitation <input type="checkbox"/> Research</p> <p><input type="checkbox"/> Policy Development <input type="checkbox"/> Management</p>

Application Form

APPLICANT ESSAY

Please respond to the following questions on a separate sheet of paper. The combined answers should not exceed two pages.

1. Give a brief summary of your work in the field of HIV/AIDS including the organization(s) you have worked with, your role(s) within those organizations, and the length of time you (have) worked there.
2. What are your key responsibilities in your current position?
3. Identify the personal learning objectives you hope to achieve as a result of attending this workshop.
4. Briefly describe a personal achievement, related to HIV/AIDS, of which you are particularly proud.
5. What impact do you hope this workshop will have on your work?
6. What do you think are the biggest issues affecting women and girls in relation to HIV and AIDS in your country?
7. How will your participation in this workshop prepare you to greater involve women and girls living with HIV?

APPLICANT STATEMENT

Participation in the Nigeria *Women's Leadership in HIV/AIDS* workshop entails responsibilities as well as benefits. Please sign the statement below to indicate your understanding of these responsibilities.

I understand that if my application is accepted and I attend the workshop, I will be expected to:

1. Arrive no later than the day before the workshop begins and stay through the end.
2. Actively participate in all workshop sessions and site visits.
3. Complete the workshop evaluations (daily, final, and six-month follow-up).

SIGNATURE:

DATE:

Supervisor Form

APPLICANT'S NAME: _____

COUNTRY OF ORIGIN: _____

1. How will your organization benefit from the applicant's participation in the workshop?
2. How will you support the applicant in applying new skills and achieving organizational impact after the workshop?
3. Please provide an example where the applicant demonstrated leadership qualities.

Participation in the workshop involves active discussion with and presentations to other participants and organizations. Applicants, therefore, must have a level of proficiency in English to enable them to participate fully in the program.

Yes, the applicant's English is proficient. **No**, the applicant's English is not proficient.

SUPERVISOR NAME:	
TITLE:	
ORGANIZATION:	
PHONE:	FAX:
include country and city codes	

SIGNATURE _____

PLEASE EMAIL, FAX OR MAIL THIS SIGNED FORM UNDER SEPARATE COVER TO:

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Washington, DC 20036
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