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| ***COVID 19 NOTICE:*** *Due to the COVID-19 crisis, Interpeace’s 2020 Global Edition of the Effective Advising Course is now taking place online.* |

**APPLICATION FORM**

**2020 Course – Online – Global Edition**

**Effective Advising in Complex Contexts: Enabling sustainable peace**

Course dates: 20 October 2020 - 25 January 2021

Deadline for applications: Friday 14 August 2020

Thank you for your interest in the 2020 global online edition of the Effective Advising Course. This document is the application form you must complete to apply to be considered for a spot on the course. At the end of this document, you will find additional practical information which you should consider when applying.

To complete your application to the online course:

1. Please carefully fill out this application form
2. Send this completed application form **AND a current CV by 14 AUGUST 2020** to effectiveadvising@interpeace.org
3. The subject line of your application email must be: “Application Global EAC 2020”

*Please note: incomplete or late applications will not be considered*

We have approximately 20 places on the course. Please see our [course brochure](https://rebrand.ly/EAC_Global_CourseBrochure) where you will find more information on the course and our selection criteria. You can also find more general information on our [webpage](https://www.ipat-interpeace.org/effective-advising-global-edition/).

The course organisers will inform applicants about the status of their application by **mid September 2020**.

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**GENERAL INFORMATION**

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| 1. Your family name

     Your given name     Your date of birth     Your nationality/ies     Your gender     Your email      Your mobile number (please indicate if you have a WhatsApp number)     Where are you currently based?     Should you be selected for the course, can you confirm you have appropriate technology (internet access, laptop/computer, microphone and webcam)?     Have you already participated in an online training?      |
| 1. How did you hear about this course?

     **CURRENT ROLE**1. Are you currently in an advisory/assistance/capacity-strengthening role? Please tell us briefly about your mandate or key task, where you are and how long you have been in this role.

If you are currently not deployed but expect to be (re-)deployed in the near future, please clarify when and where you expect to be deployed, and with what mandate or task, and for how long?       |
| **YOUR PARTICIPATION IN THIS COURSE** |
| 1. What is your motivation to apply for this course? What do you hope to get out of it?

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| 1. What do you think you can bring to this course that others can learn or otherwise benefit from?

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| 1. Are you applying for this course individually, or with institutional support? If you have institutional support, please specify which institution(s) provide that support, and the nature of the support.

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| **YOUR CASE STUDY** |
| 1. Please *describe in some detail a challenge from your experience in an advisory/capacity-strengthening role.* This should be a **challenging** experience – NOT a “success story”. This can be an experience from the past that you keep thinking about or that taught you a lot; it can be a challenge you are currently confronted with; or if you are awaiting a new deployment/appointment in an advisory role, it can be a challenge you already anticipate.

• **PLEASE PAY ATTENTION** •• **THIS SECTION IS DECISIVE FOR YOUR APPLICATION** •This section is a **very important** part of the application procedure. You do not need to write a long essay, but your text should provide enough information to be understandable for someone not familiar with the experience. Please do not write more than 2 pages. Your short case study should contain summary information about:1. **The setting**: When and where did the challenge occur, what was/is your role or task within that environment, who were/are the primary other actors involved?
2. **The challenge**: What was/is the dilemma or the challenge you encountered/expect to encounter, what contextual factors are relevant to properly understand the challenge?
3. **The proposed solutions:** What did you do/are you doing or try to do to overcome the challenge or the dilemma, and why? Alternatively, what do you intend to do if the challenge still lies ahead?
4. **The reality:** What actually happened, what was the outcome of the situation? Alternatively: what is actually happening and what do you think will be the likely outcome?
5. **The learning opportunity:** What did you learn from the experience?

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| 1. **Reminder:** Please make sure to attach a complete and up-to-date CV to your application email!
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**ADDITIONAL PRACTICAL & LOGISTICAL INFORMATION**

* **Course cost:** There is no course fee. Interpeace’s Effective Advising Course is sponsored by the Governments of Switzerland and Canada.
* **Technology requirements**: To participate in the course, successful applicants will need to have access to certain technology: a laptop/computer, a functioning microphone and webcam and a stable internet connection. Participants should also be familiar with working on word documents, excel sheets, pdfs and be comfortable using webinar platforms such as Zoom.
* **Time commitment and workload**: The online edition of Interpeace’s Effective Advising Course consists of 11 online sessions of 2.5 hours each taking place between Tuesday 20 October 2020 and Monday 25 January 2021.

In addition to the live online sessions, you will also be required to do some work during your own time – both individually and in a group. This could include reading articles, videos, completing exercises, or solving a case study. To fully benefit from the course, you will need to commit an extra 2 hours per week of your own time for these exercises and assignments.

The live 2.5 hour sessions will take place at 14:30-17:00 CET on the following dates:

* Tue 20 Oct 2020
* Wed 21 Oct 2020
* Tue 27 Oct 2020
* Tue 3 Nov 2020
* Tue 10 Nov 2020
* Tue 17 Nov 2020
* Mon 23 Nov 2020
* Tue 1 Dec 2020
* Tue 15 Dec 2020
* Mon 18 Jan 2021
* Mon 25 Jan 2021

*Note:* These dates may be subject to minor changes (the final dates will be communicated if you are selected to participate in the course.)