COL CHAIRS PROGRAMME

Instructions for applicants

This application is intended for individuals interested in applying to the COL Chairs Programme. Background Information and the Terms of Reference can be found at the following URL: **https://www.col.org/about/col-chairs/**

INSTRUCTIONS FOR APPLICANTS

Applicants are requested to complete the Proforma reply in full. Any missing information may disqualify an applicant from having his or her application reviewed by the COL Chairs Programme Committee.

Minimum Criteria for Applicants

To be eligible for the COL Chairs Programme, applicants should:

- be a citizen of a Commonwealth country;
- hold a PhD, EdD or equivalent qualification;
- have a strong international reputation and network in any of COL's areas of competence;
- have a proven track record in conducting research and other innovative activities in open and distance learning (ODL), open educational resources (OER), technology-enabled learning (TEL); employability; authentic assessment; quality assurance; lifelong learning for farmers; and gender.

- be affiliated with an academic institution, civil society organisation, or other institution; and
- be endorsed by the head of the host organisation or institution.

Applicants should direct submissions and any queries on the COL Chairs Programme application to the following email address: **jolivier@col.org.**

A confirmation email will be sent to each application

Submission deadline: 31 January 2023

All applicants are to submit an email to the aforementioned individuals, and include a letter of endorsement, an updated resume and the completed application as attachments (see Proforma Application).

COMMONWEALTH of LEARNING (COL)

4710 Kingsway, Suite 2500
Burnaby, BC V5H 4M2 Canada
Phone + 1 604 775 8200 / Fax + 1 604 775 8210

info@col.org
www.col.org
@col4d
facebook.com/COL4D/
instagram.com/commonwealthoflearning/

COL CHAIRS PROGRAMME   **1**
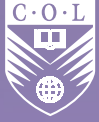
PROFORMA APPLICATION
COL Chairs Programme

Please complete all boxes below. There are four parts to the application:

- **PART I:** APPLICANT PERSONAL INFORMATION *(Proforma Application)*

- **PART II:** APPLICANT PROFESSIONAL INFORMATION *(Proforma Application)*

- **PART III:** ENDORSEMENT BY HEAD OF HOSTING ORGANISATION OR INSTITUTION
  (Include as a separate attachment)

- **PART IV:** APPLICANT RESUME *(Include as a separate attachment)*

****

PART I: APPLICANT PERSONAL INFORMATION

(All fields must be completed)

1. **Name:**   Click or tap here to enter text.
_____

2. **Position:**   Click or tap here to enter text.
_____

3. **Institution:**   Click or tap here to enter text.
_____

4. **Address:**   Click or tap here to enter text.
_____

5. **Phone (office):**   Click or tap here to enter text.
_____

6. **Phone (home):**   Click or tap here to enter text.
_____

7. **Email:**   Click or tap here to enter text.
_____

PART II: APPLICANT PROFESSIONAL INFORMATION *(All fields must be completed)*

1. Please outline your suitability to apply to the COL Chairs Programme. Consider your professional experience, role in advancing ODL, OER, TEL and/or learning for sustainable development, and professional networks that will facilitate completing the duties of the COL Chair appointment (500 words max):

    Click or tap here to enter text.

2. Please outline the proposed activity/activities you intend to pursue as a COL Chair as it relates to research, innovation and thought leadership in ODL, OER, TEL and/or learning for sustainable development. (500 words max):

    Click or tap here to enter text.

3. Please outline the intended outcomes and impact of the proposed activity/activities you outlined in item 2) above (refer to COL's Strategic Plan 2021-2027). To whom (individuals, organisations or institutions) will benefit in short, medium and long-term periods of the proposed activity/activities? (500 words max):

    Click or tap here to enter text.

PART III: ENDORSEMENT BY HEAD OF HOSTING ORGANISATION OR INSTITUTION

Please include a letter of endorsement by the head of the hosting organisation or institution indicating its support for the applicant's candidacy.

PART IV: RESUME SUBMISSION

Please include an updated resume as an additional attachment to the email submission.

Email your completed application to Dr Jako Olivier at the following email address: jolivier@col.org by 31 January 2023.

A confirmation email acknowledging receipt will be sent to each application submission.