## በባሕብ ዳር ዩኒቨርስቲ የአደ*ጋ ምላሽ ሥራ አመራር ፕሮ*ጃክት ባሕር *ዳር - ኢትዮጵያ*



## Bahir Dar University Response Leadership Activity Bahir Dar — Ethiopia

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Fax: +251 (0583) 20 60 94

website: www.bdu.edu.et/rla

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ጉለዩ፡ የሁለተቸው ዙር የአደጋ ስጋት ሥራ አመራር ባለሙያ (Second Cohort Fellows) ምልመላን ይመስከታል፡

በሀገራችን ኢትዮጵያ በየጊዜው የሚክስቱ ተፈጥሯዊ እና ሰው ሰራሽ አደጋዎችን ስመተነስ፤ ለመከሳክል እና የምላሽ አሰጣጥ ስርዓቱን ለማጠናክር የሚያስችል በዘርፉ የስለጠነ አመራርና ባለሙያ ለማፍራት ክአሜሪካ አለም አቀፍ የልጣት ድርጅት (USAID/Ethiopia) በተገኘ የገንዘብ ድጋፍ የባህር ዳር ዩኒቨርሲቲ ክሌሎች 10 የመንግስት ዩኒቨርሲቲዎችና ሰባት የቴ/ሙ/ማ/ክሌጆች ጋር በመተባበር ሀገር አቀፍ የአደጋ ምላሽ ሥራ አመራር (USAID Response Leadership Activity) የአምስት ዓመት የአቅም ግንባታ (fellowship program) ፐሮግራም በመተግበር ላይ እንገኛለን። ከመጋቢት ወር 2015 ዓ.ም. ጀምሮ በተለያዩ የመንግስት መስሪያ ቤቶች 150 የሚሆኑ የመጀመሪያ ዙር (Cohort One) ባለሙዎች (fellows) በተለያዩ የፊደራል እና ክልል መስሪያቤቶች በመመደብ ያለውን የባለሙያዎች ክፍተት በመሽፈን ሙያዊ አገልግሎት እያበረክቱና እና የሀገሪቲን የአደጋ ስጋት መክላክል እና ምላሽ ሥርዓት ለማጠናክር አብረን እየሁራን እንገኛለን።

ከሀዳር ወር 2016 ዓ.ም ጀምሮ ለምናደረገው ለሁሉተኛው ዙር የባለሙዎች (Second Cohort fellows) ቅጥር የአደጋ ስጋት መከላል እና ምላሽ እና ተዛማጅ የትምህርት ዘርፍ በመጀመሪያ ድግሪ የተመረቀ ባለሙያዎች ምግነባ፣ ምልመላ እና መረጣ ከመከከረም 14 እስከ ጥቅምት 4፣ 2016 ዓ.ም ባለው ጊዜ ይካሄዳል። ስለሆነም መስራርቱን ለማያሟሉ አመልካቾች ተደራሽ እንዲሆን መስሪያ ቤታችሁ ከዚህ ደብዳቤ ጋር አባሪ የተደረገውን 3 ገጽ የምዝነባ ማስታወቂያ (Application Call)፣ 4 ገጽ የምዝነባ መመሪያ (Application Instruction) እና 7 ገጽ ማመልክቻ ቅፅ (Application Form) በእናንተ መስሪያቤት ድህረ ገፅ (Website)፣ የማህበራዊ ማዲያ ገጽ (Social Media)፣ የማስታወቂያ ስሊዳ (Notice Board) እንዲሁም በተንና የወረዳ የቅርንጫፍ ጽ/ቤት የማስታወቂያ ስሌዳ እንዲለጠፍ አስራላጊውን ትብብር እንድታደርጉልን በአክብርት እንጠይቃስን።

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ከመላምታ ጋር!

Chief of Party.





## **USAID** Response Leadership Activity

### **Application Call**

Second Cohort Fellowship Announcement

Bahir Dar University is implementing a five year national project titled USAID Response Leadership Activity in partnership with 11 public universities, 7 ATVETs and three key host organizations. The project signed on July 27/2022 to be implemented for the next consecutive years. This project aimed to build the next young generation of Disaster Risk Management (DRM) professionals by equipping them with the skills that they need through a two years fellowship program to actively engage in the Disaster Risk Management system. As it is known, in the first cohort fellowship program, 150 fellows of Disaster Risk Management and related graduate professionals were allocated at various levels of Government organizations, and fellows received short-term training to improve their skills and competencies and to get ready for their workplace skills. The second cohort fellowship program will host 150 fellows graduated from Partner Universities in different fields of study based on the host organization demands during human resource need assessment. The application for USAID Response Leadership Activity's Second Cohort fellowship program is open to all eligible applicants graduated from partner universities regardless of their race/ethnicity, age, religion, geographic location, socioeconomic status, disability, or gender identity.

I. Fellowship Approach:

• The fellowship program aims to build the next young generation of Disaster Risk Management and related professionals who are capable enough to shoulder the current Disaster Risk Management demand of Ethiopia and to fill the professional gap in the sector. During the two years fellowship program, fellows will have a chance to build their capacity through short term tailor made trainings, on job training, professional development, Disaster Risk Management Leadership opportunity and networking in their work place.

The program will provide monthly stipend to cover the expenses of successful fellows

• The fellows will be provided short term training and placed in different Government organizations to practice and improve their professional skills through on job training, and mentorship.

II. Eligibility Criteria

- Recent Graduates: The most recent first-degree graduates (not more than 4 years) in eligible fields of study graduated from Bahir Dar University, Ambo University, Gambella University, University of Gondar, Wollo University, Samera University, Jigjiga University, Mekelle University, Hawassa University, Jimma University, and Arba Minch University. Priority will be given for very recent graduates, when the numbers of applicants are increased.
  - BA/BSc graduates: First Degree graduates with Disaster Risk Management and Sustainable Development, Health Officer, Public Health, Occupational Safety and Health, Plant Science, Animal Science, Natural Resource Management, Environmental Health Science, Environmental Science, Food and Nutrition, Management, Economics, Water resource and hydraulics engineering, Industrial engineering, Civil engineering, Vater resource and hydraulics engineering, Industrial engineering, Civil engineering, Software Engineering, and Computer engineering.

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Candidates who have passed the Ministry of Education Exit Exam (Note: this is only for this year fresh graduates (2022/23))

 Unemployed youth: Candidates who are unemployed and can provide unemployment letter from authorized government offices (Residence Kebele Administration).

· Language Proficient: Candidates who are proficient in reading, writing, listening and speaking English. Candidates who are proficient in reading, writing, listening and speaking working language of the specific region to be assigned is highly desirable.

Female applicants are highly encouraged to apply.

#### **Expected Commitments of fellows** III.

- Willing to work with any Government organizations at all levels in Ethiopia
- Willing to work in remote areas where vacant positions are available
- · Willing to work cooperatively in diverse groups and to respect the culture, norms and opinions of others in the workplace
- Prepare weekly attendance and monthly reports reflecting learning and job experiences.
- Willing to adhere to the universities and their host organization code of conduct, values and principles.

#### IV. **Application Date**

 Open date: September 25, 2023 · Closing date: October 15, 2023

#### V. How to Apply

Interested applicants who are eligible for the program must complete the online application form (https://forms.gle/zBP43kEPXCKbKLx19) along with a copy of required credentials and recent Letter of unemployment from concerned government organizations.

Please read the application instruction carefully before applying.

For more information visit https://www.bdu.edu.et/rla/.

#### Special Application Option for Applicants from Amhara Region VI.

Due to the current state of emergency declaration as there is NO internet access in Amhara Region, applicants located ONLY in Amhara are eligible to submit a manual application.

To do so, please follow these steps:

1. The candidates from Amhara Region should get/collect the hard copy application form from one of the following offices: University of Gondar, Wollo University, Bahir Dar University, and/or Zone Disaster Risk Management and Food Security Coordination Office

2. Complete the form as per the application instructions.

Submit the completed application form and required documents in a sealed envelope to the office you got the form from. You should write the applicant's address on the envelope i.e. Full Name, Phone number, Zone & Woreda.

However, for eligible candidates who will get access to Internet, it is highly encouraged

and preferable to submit an online application.





For applicants who prefer to submit the application to one of the three partner universities in Amhara region can get the application for as per the contact address below:

## I. University of Gondar

Community Service Directorate Office

Office Number: 52, President Office Building, Main Campus

Solomon Fentaw

Tel: 0937402246, Gondar

#### 2. Wollo University

Main Campus

Block Number: 08 Office Number: 206 Dr. Girma Moges

Tel: 0911336291, Dessie

#### 3. Bahir Dar University,

Department of Disaster Risk Management and Sustainable Development

Zenzelima Campus

Admin Building

Office Number: 129 Mekonnen Getachew

Tel: 0946967429, Bahir Dar

For applicants who prefer to submit the application to Zonal Disaster Risk Management and Food Security Coordination Office the specific address of the application location will be indicated in the notice board of the respective organizations.

#### VII. Contact Address

For more information, please contact: Dr. Abraham Mebrat,

E-mail: application.urlafellowship@gmail.com or abrahamaddis@yahoo.com

Tel: 251 911 104685







## **USAID** Response Leadership Activity

### APPLICATION INSTRUCTIONS

USAID Response Leadership Fellowship program application will be accessed **only via online** in the Application Information System (AIS) portal. This portal is where you will complete and submit your application and it will allow you to directly upload supplemental materials and letter of unemployment. Instructions on how to use the form, save your changes, and submit your application are provided within the application. The application can be conducted using computer, tablet or smart phone. Applicants only who fully complete the online applications will be considered. Applications must be conducted online through the application portal and any application or information submitted through email or other means will not be considered.

Applicants are required to read the application call and check their eligibility to apply.

• Applicants who fulfill the eligibility criteria in the application call are required to "Sign Up" to create account for the application. To sign up/register for the account applicants will be required to write full name, email address and password. Sign-up or register is required only once, there is no need to sign-up/register again. For applicants who already have the account they can easily sign in to complete the application form using their user account and password. Applicants must remember their username and password to sign in for the application, to complete a draft application or to follow up on the status of their application. In case you forget the password you can send a request for password change using the "I forget my password" option.

You do not have to finish your application in one session. You may save your work and return later to continue working on your draft application as many times as necessary until completion. However, any application not completed and submitted with the stipulated deadline will **NOT** be accepted. Note to complete and submit the application before deadline. We advise applicants to complete all section ahead of time and submit the application as early as possible to avoid struggle with deadline that will

compromise the quality of your submission.

You can also change your responses after submitting them. If you want to update the information in your application, you can edit it using the link provided in the email you received with your response until the application deadline.

All answers in the application including written responses to personal statements must be your own original work. **Plagiarism** will not be tolerated, and applicants found to have plagiarized will be

disqualified.

The application must be completed only in English Language, ensure you articulate your responses
clearly to enable the evaluators understand your achievements and all the answers must be addressed
by the candidates.

Questions that require a response are marked with an asterisk (\*). Questions that are not marked

with an asterisk are OPTIONAL and it's not mandatory to be completed.

#### **ONLINE Application Section**

The online application section is comprised of 7 Steps.

- General Information
- Permanent Residence Address
- Education and Languages
- Personal Statement
- Preferred Exam Center
- Supportive Documents
- Application Submission



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EDU, USAID-Response Leudership Activity

### Step 1: General Information

1. Provide your legal First/Given Name, Middle Name and Last Name /Surname as it appears on your birth certificate, passport, or national identification card.

2. Please provide your Date of Birth by selecting the year, month, and day on the pop-up calendar or

using the format (MM-DD-YYYY).

3. Please indicate your **Gender**: Male, Female or Non-conforming. Bahir Dar University does not discriminate on the basis of gender or gender identity.

4. If you have any disability please indicate your disability status including the type of disability.

- 5. Please provide contact information to enable for easy communication. Providing a working email address is obligatory which you check regularly as this will be the primary mode of contacting you and it's advisable to have additional email address as option where we can reach you in case we cannot reach you via your primary email address. Please make sure the email address you provided is **CORRECT**.
- 6. Please also provide your primary contact number (telephone number) and it's advisable to have additional phone number as option (if you have one) where we can reach you in case we cannot reach you on your primary phone number. The telephone number must contain 10 digits and be filled in form of 09XXXXXXXXX.

7. If you use Facebook, Skype, WhatsApp, LinkedIn or Telegram, please check "Yes," and indicate the

phone number to which your account is associated. Note that this is optional.

## Step 2: Permanent Residence Address

1. Please provide information on your legal citizenship as this fellowship is provided **ONLY** for **Ethiopian citizens**. Please provide the name of the **Country** where you were born. This could be different from your country of residence and/or country of citizenship.

Please provide the name of the Region/City Administration, City, Zone, Woreda and Kebele
where you were born and live, providing the location of your current permanent address is highly
required. The USAID Response Leadership Activity will not discriminate on the basis of location.

## Step 3: Education and Languages

#### 2.1. Education

- This section is very important section to know about your educational background. Please tell us about your educational background and make sure you complete all the questions under this section. You must fill where you graduated from i.e. which University. When you click on the "Graduated from" tab it will give you the list of the universities eligible for this fellowship program and please select the academic institute that you graduated from. Please be aware that if you are not a graduate of the universities or TVET the indicated lists on the "Graduated From" tab you are not eligible to apply.
- Indicate your highest level of education completed, and your course of study. When you click on the "Department/Program" it will popup the list of the eligible departments, please select the department that you studied. The eligible departments/program for this fellowship are: Disaster Risk Management and Sustainable Development, Health Officer, Public Health, Occupational Safety and Health, Plant Science, Animal Science, Natural Resource Management, Environmental Health Science, Environmental Science, Food and Nutrition, Management, Economics, Water resource and hydraulics engineering, Industrial engineering, Civil engineering, Information Communication Technology, Computer Sciences, Electrical and Computer Engineering, Software Engineering, and Computer engineering.
- Please fill in your CGPA that you achieved. Note to fill the correct CGPA that you obtained and you are
  required to attach the diploma and student copy as supportive documents. Filling wrong information
  will led the candidate to be disqualified.

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Please fill the year when you graduated or obtained your degree. When you click on the year of graduate
section it will give you the list of the years eligible for this fellowship program. The application portal is
restricted and only the eligible years of graduation are available. If your year of graduation is not among
the listed years to select that means you are NOT eligible to apply.

#### 2.2. Languages

English language proficiency is required for participation in the USAID Response Leadership Program. Most of the activities of the fellowship program will be conducted in English, including academic sessions, trainings, and email communications. Please tell us about your English proficiency and also other language skills (speaking, listening, writing and reading). In addition, to the languages listed in the section you can list other languages on the space with "Other".

## Step 4: Personal Statement

This section of the application is very crucial and your responses to the following questions are critical in distinguishing yourself from other candidates and identifying your current leadership traits and your desire to participate in the program. Please note that the response for each question has a specified word limit and your answer must be to the point in answering your questions. If your answer is more than the world limit the application portal will not allow you to save and you have to ensure your answer is within the world limit. You must use your own words and **DO NOT PLAGIARIZE** your answers. Plagiarism is strictly forbidden and those who plagiarize their application materials will be disqualified.

## Step 5: Preferred Exam Center

Successful candidates who pass the first round selection process will be invited for entrance exam/Interview. To minimize the cost of transport for candidates the exam will be conducted in clusters based on the number of potential candidates. The potential cluster locations to conduct the entrance exam are: Addis Ababa, Bahir Dar, Hawassa, Dessie, Jimma and Jigjiga. You can choose any exam center you prefer. Candidates are required to select the preferred (proximity) exam center among the lists. There is no restriction on the exam center, and candidates are allowed to choose the preferred exam center (Note to select three exam center based on preference). The exact exam centers will be decided based on the number of potential candidates who reached this stage. If the number of shortlisted candidates at a particular exam center is very low, the center may not be used. In this case, the affected candidates will be given another chance to select the closest available exam center.

## Step 6: Supportive documents

Applicants are required to upload supportive documents. There are four sections to upload the required documents.

- The first section is to upload the first degree temporary and student copy. Note that only scanned PDF/JEPG documents are acceptable to upload here.
- The fellowship program accepts ONLY UNEMPLOYED graduates. Candidates are required to attach a
  letter of unemployment provided by the authorized government administration that's their subcity or kebele administration office. Letter of unemployment which is not more than three months
  will be accepted. Any unemployment letter that will be more than three months is not acceptable. The
  letter of unemployment can be uploaded in PDF/JPEG format.
- The third required attachment to be uploaded is "Curriculum Vitae" of the candidates NOT more than three pages. The CV must be uploaded in PDF format.
- Candidates are required to submit a one pager motivation letter and only PDF format attachment is acceptable to upload.

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## Step 7: Completion and Application Submission

This is the final step of your application for the fellowship program. Before you submit, you must read and accept the following two statements. Click the box below to accept the statements for both "Certification" and "Declaration".

#### Certification

In order to participate in the USAID Response Leadership Activity Fellowship program, I understand that I must meet the minimum eligibility requirements for admission to the program, that I must meet the qualifications standards for the specific cohort, that I must be a graduate of one of the designated partner universities/TVETs, and that my admission to the program is subject to the determination by the admissions team. I have read, understood, and completed this application fully and accurately to the best of my knowledge. I understand that any falsification, omission, or concealment of material fact may subject me to disqualification.

#### 6.2. Declaration

I hereby acknowledge that if accepted as a fellow for the USAID Response Leadership Activity, I confirm that I will abide by the time commitment as outlined in the two year fellowship program.

Once you have read and checked both statements indicating your agreement and have completed the application steps, you can click the "Submit" button.

Please note that applications that have been started but not submitted by the deadline will not be considered. All applicants will receive an email acknowledging receipt of the application and information about when/how candidates will be notified.

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Good luck and thank you for your interest in the USAID Response Leadership Activity fellowship Program

## About the USAID Response Leadership Activity Fellowship Program

The USAID Response Leadership Activity Fellowship Program is a two-year program that aims to enhance the next generation of disaster risk management (DRM) professionals in Ethiopia. The program is open to all qualified applicants who graduated from partner universities within the past three years, regardless of race, ethnicity, age, religion, geographic location, socioeconomic status, disability, or gender identity.

During the two-year fellowship program, fellows will have the opportunity to build their capacity through on-the-job training, professional development, disaster risk management leadership opportunities, and networking. Fellows will receive a monthly stipend to cover their expenses.

Note: This Application form is acceptable only for Applicants from Amhara Region

Due to the current state of emergency declaration as there is no internet access in Amhara Region, applicants located **ONLY** in Amhara are eligible to submit a manual application. To do so, please follow these steps:

- Collect the hard copy application form from one of the following offices: University of Gondar, Wollo University, Bahir Dar University, and/or Zone Disaster Risk Management and Food Security Coordination Office
- 2. Complete the form as per the application instructions.
- 3. Submit the completed application form and required documents in a sealed envelope to the office you got the form from. You should write the applicant's address on the envelope i.e. Full Name, Phone number, Zone & Woreda.
- 4. However, for eligible candidates who will get access to Internet, it is highly encouraged and preferable to submit an online application.

#### Contact Address

Main Campus, President Office Building, Community Service Directorate Office Office No.: 52, Solomon Fentaw Tel: 0937402246 Gondar  Main Campus Block Number: 08 Office Number: 206 Dr. Girma Moges Tel: 0911336291 Dessie	Zenzelima Campus Department of Disaster Risk Management and Sustainable Development Admin Building, Office No.: 129 Mekonnen Getachew Tel: 0946967429 Bahir Dar
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Please visit our website (http://www.bdu.edu.et/rla/) to learn more about the fellowship program and to get the latest updates, join our Telegram group (https://t.me/responseleadership).

For more information, please contact: Dr. Abraham Mebrat,

E-mail: application.urlafellowship@gmail.com or abrahamaddis@yahoo.com

Tel: 251 911 104685



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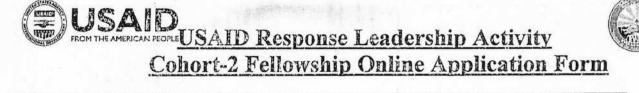
# USAID FROM THE AMERICAN PEOPLE USAID Response Leadership Activity Cohort-2 Fellowship Online Application Form

H	wo	did you hear about this	Fellowship Opportunity?
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	0	Your University Website	
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	1.6	. Disability Status?	O Yes, I have a disability
			No, I do not have disability
		wxL.id	O I do not want to answer
	1.7.	If you answered yes to the	he previous question, please write the type of disability you
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## USAID FROM THE AMERICAN PEOPLEUSAID Response Leadership Activity Cohort-2 Fellowship Online Application Form

1.12. What soci platform do you use i		Write your account here. If you do not have a telegram account, please write 'N/A'.				
I.13.Telegram						
1.14. WhatsApp						
1.15. Fecebook						
!.16. LinkedIn						
1.17. Skype						
1.18. Permanent Res	sidence Address					
1.18.1. Region	Amhara					
1.18.2. Zone:						
1.18.3. Woreda:						
1.13.4. Kebele:						
	Bulletin to					
2. Education Background:						
2.1. Graduated from						
O Bahir Dar University						
O Ambo University						
O Gambella University						
O University of Gondar						
<ul> <li>Wollo University</li> </ul>						
O Samera University						
O Jigjiga University						
O Mekelle University						
O Hawassa University						
O Jimma University						
O Arba Minch University						
2.2. Highest level of educa	ation completed	d:				
O Degree						
O Masters						
2.3. Department/Program	1	1				
O Disaster Risk Managemen	it					
O Plant Science		LELAR E				





- O Animal Science
- O Natural Resource Management
- O Health Officer
- O Public Health
- O Occupational Safety and Health
- O Environmental Health Science
- O Food and Nutrition
- Management
- Economics
- O Water Resources & Hydraulics Engineering
- O Industrial Engineering
- O Civil Engineering
- Construction Management
- O ICT
- O Electrical and Computer Engineering,
- O Software Engineering

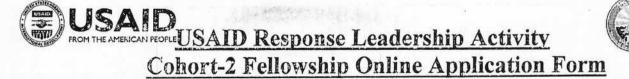
#### 2.4. CGPA

#### 2.5. Year of Graduate:

2.6. Language:	Listening	Speaking	Reading	Writing
English	0	0	0	0
Amharic	0	0	0	0
Oromisa	0	0	0	0
Tigrizna	0	0	0	0
Somali	0	0	0	0
Sidama	0	0	0	0
Afar	0	0	. 0	0
Agewigna	0	0	0	0
Dawro	0 .	0	0	0
Gamo .	0	0	0	0
Gedeo	0	. 0	0	0
Hadiyya	0	0	0	0
Hareri	.0	0	0	0 .







Kembata	0	0	0	0
Konso	0	0	0	0
Silt'e	0	0	0	0
Wolaytta	0	0	0	0

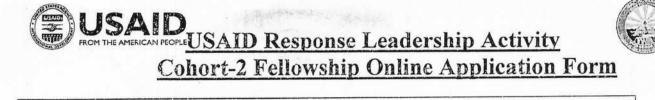
#### 3. Personal Statements:

This section of the application is very crucial and your responses to the following questions are critical in distinguishing yourself from other candidates and identifying your current leadership traits and your desire to participate in the program. Please note that the response has a specified word limit and you must use your own words and DO NOT PLAGIARIZE your answers. Plagiarism is strictly forbidden and those who plagiarize will be disqualified.

3.1. What is your aspiration to apply for the fellowship program (Maximum 50 words).







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	nunity and your country is very important to
the program. As a fellow of this program  DRM (Maximum 100 words)	am, how you will fulfill this commitment in
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and an interest of the second of the second	, and the state of
No. 15 May 1 Transport of the Park	
If you are shortlisted which Exam Center d	o you prefer to take the exam at?
(Exam Centers : Addis Ababa, Bahir Dar, H	
(Exam Centers : Acdis Ababa, Ballir Dar, 11	aviassa, Dessie, Jilla, Jigiga /
Preference I:	
Preference 2:	
Preference 3:	1 A A

## PROM THE AMERICAN PEOPLE USAID Response Leadership Activity Cohort-2 Fellowship Online Application Form

4. Uploaded Supporting Documents:
O First degree temporary and student copy(clear scanned pdf/JEPG document),
O Letter of unemployment(not more than three months),
O CV in English(Pdf),
O A one-page motivation letter(Pdf)
5. Completion and Application Submission
This is the final step of your application. Before you submit, you must read and accept the following two
statements (Certification and Declaration):
5.1. Certification
In order to participate in the USA!D Response Leadership Activity Fellowship program, I understand that I must meet the minimum eligibility requirements for admission to the program, that I must meet the qualifications standards for the specific cohort, that I must be a graduate of one of the designated partner universities/TVETs, and that my admission to the program is subject to the determination by the admissions team. I have read, understood, completed this application fully and accurately to the best of my knowledge. I understand that any falsification, omission, or concealment of material fact may subject me to disqualification.
6.2. Declaration
I hereby acknowledge that if accepted as a fellow for the USAID Response Leadership Activity, I confirm that I will abide by the time commitment as outlined in the two year fellowship program.  Once you have read and checked both statements indicating your agreement and have completed the application steps, you can click the "Submit" button.  Please note that applications that have been started but not submitted by the deadline will not be considered. All applicants will receive an email acknowledging receipt of the application and information about when/how candidates will be notified.
Good luck and thank you for your interest in the USAID Response  Leadership Activity fellowship Program.
Name:
Signature:
Date:
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