

Volunteer Coaching Programme

Information & Application



ILCU International Development Foundation

November / 2022



International Development

FOUNDATION

TOGETHER BUILDING FINANCIAL INCLUSION

VOLUNTEER COACHING PROGRAMME INFORMATION

1. What is the Volunteer Coaching Programme?

The Volunteer Coaching Programme is designed to provide on-site support to credit unions through the provision of demand-driven technical support. The volunteer coaches, working in teams of two, will provide on-the-ground technical assistance to their counterparts in Sierra Leone, and follow-up remotely on return home. When in-country the coaches will work closely with field office staff and visit targeted credit unions, liaising with credit union staff and Board members to identify any issues and put forward practical solutions to strengthen the credit union.

The Volunteer Coaching Programme has been running since 2009, and to-date over 20 managers/CEOs and senior staff have participated in the programme sharing their experience with our credit union partners in Ghana, Sierra Leone and The Gambia.

2. About the Foundation

The Foundation is the charitable arm of the Irish credit union movement, with a mission to alleviate poverty in developing countries by supporting credit unions (CU), their representative bodies and other co-operative type organisations as a means for socio-economic development through the provision of financial and technical assistance. Over the last thirty years the Foundation has worked to strengthen the role of credit unions and savings and credit cooperatives in developing countries by sharing the success of the Irish credit union movement and the experience of international partners. The specialist focus of the Foundation is long-term technical assistance, support and training, to improve the quality and efficiency of nascent credit union movements in programme countries.

The Foundation uses its experience and expertise to identify and provide contextually appropriate transfer of skills and expertise to partners, helping them to develop sustainable structures, procedures and practices to alleviate poverty. The Volunteer Coaching Programme is a means of providing technical support through directly sharing the Irish credit union experience.

3. What is the benefit of getting involved?

Volunteering with the Foundation is an opportunity to give back to the credit union movement. It allows you to directly support the development of credit unions, work closely with staff and Board members and see at first-hand the work that Irish credit unions are supporting through the Foundation. Previous coaches have reported personal satisfaction in imparting skills and training to other credit unions, and noted it was also a great learning experience.

4. Who is eligible to participate?

We are looking for volunteer coaches who are well rounded and experienced credit union staff, and ideally have experience of manual operating systems. The coach will be a credit union professional with experience of both credit union operations and governance, and managing people and relationships. Topics to be covered are driven by the needs of the Sierra Leonean credit union movement, and the current three-year Step-Up project. The CUs in Sierra Leone are focussed on improving their CU operations and governance, particularly as it relates to credit control, loan delinquency management, membership growth and risk management.

The overall goal for the volunteer programme for 2023 is to increase the capacity of the Sierra Leonean credit union movement in CU governance. Areas of focus for the volunteers include:

- review of the governance and-respective roles of the CU Board and management in a small number of pre-selected credit unions in Sierra Leone
- assessment of CU policies and procedures and training materials
- identifying areas for improvement and making key recommendations for implementation
- facilitating a workshop on lessons learned
- providing remote follow-up support to the CUs visited.

Coaches should be flexible and have a broad range of experience to draw on, be an excellent communicator and must be comfortable working in a challenging environment.

Essential requirements	Desirable
<ul style="list-style-type: none"> • At least 5 years credit union experience at senior management level • Excellent communication and interpersonal skills • Good physical health • Willing to share their experiences upon return to Ireland • Willing to provide some remote support on return home 	<ul style="list-style-type: none"> • An interest in international development • Previous experience travelling to a low-income developing country • Volunteering experience • Experience of working with different cultures?

5. What is the time commitment needed?

The time commitment is approximately 15 days in total. This will include an in-person pre-departure training in the League’s office, approx. 10 days in-country, a debrief on return to Ireland and provision of remote support once a month for a min of 3 months.

6. What is the financial cost?

The successful coaches will be kindly requested to contribute €2,500 towards the total cost of their participation on the Volunteer Coaching Programme. This covers flights, insurance and in-country costs including accommodation, transport, meals. This fee can be covered by the credit union or participants can fundraise, or it can be a mix of both and fundraising support will provide, if needed.

Note: The fee has been increased from previous years in response to rising costs.

7. What support will be provided to coaches?

The Foundation, and the team in Freetown, will provide the following as part of the volunteer programme:

- Book flights, accommodation, travel insurance
- Provide necessary information in advance of travel, and organise logistics
- Support the coaches in planning the individual credit union visits and training, if required
- Arrange pre-departure training in Ireland, including cultural training
- Provide a staff member to accompany the coaches in Sierra Leone
- Provide on-going support throughout the duration of the programme

8. How do I apply?

Please complete the application form below and return via email or post

- Email: Donagh Healy - dhealy@creditunion.ie
- Post: ILCU International Development Foundation, 33-41 Lower Mount Street, Dublin 2.

Closing date for applications is Wednesday, 30th November, 2022.

The Foundation will review each application and select short-listed candidates for virtual interviews to take place by mid-December. If you have any questions about the programme or the application please contact Sinéad – slynam@creditunion.ie or +353 87 7718248

N.B. If you are interested in volunteering but these dates don't suit, please do fill in the application form (or forward on an expression of interest) and we will keep it on file, if and when future volunteering opportunities may arise we will be back in contact.

The ILCU International Development Foundation is registered in Ireland, registered charity number 20024314.

APPLICATION FORM – VOLUNTEER COACHING PROGRAMME

1. Personal Information

Name	
Address	
D.o.B.	
Email	
Phone	

2. Credit Union Experience

CU	
Role	
Years	

Provide a brief overview of your current role and responsibilities and any other relevant CU experience that may be applicable.

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3. Professional and Personal Skills

Please describe the credit union areas/topics you would be most comfortable working on and give examples of your communication and coaching skills, and any other relevant experience you have that is needed for this role.

4. Health and ability to travel

Do you have any pre-existing condition that might pose a problem during travel/stay in a hot climate? All volunteers will need to get the recommended travel vaccinations for travel to Sierra Leone. Please let us know if there are issues/pre-conditions we should be aware of.

5. International Development – Experience and Interest

(i) Have you any international development experience, is so please briefly describe it as well as international travel experience to low-income developing countries, if that is applicable.

(ii) Please explain why you are interested in participating in the Volunteer Coaching Programme (250 words max).

6. Programme Costs

The Foundation is asking successful participants to contribute €2,500 toward the total costs of the programme. This can be donated by your credit union, fundraised by yourself/CU – or both. Please note how the costs for will be covered?

7. Time commitment

It is estimated that the time required pre, during and post Volunteer Coaching Programme is 15 days approx. from January to June. A provisional schedule is below – please tick box.

Mid Dec	Interviews (virtual)
Jan - w/b 9th	Induction Day (in person)
Early Feb	Itinerary finalised
Mid Feb	Travel – 10 days approx
Early Mar	Debrief (in-person/virtual)
Mar - Jun	Remote support once a month (half day)

I can commit the necessary time required.

8. Communications

As a coach you will be required to work with our Engagement Officer and participate in promoting the programme and the Foundation's work on your return via video, CU Focus and social media – please tick box.

I am happy to do undertake promotion/communications as requested.

Please submit your application to Donagh Healy by email dhealy@creditunion.ie or by post:

ILCU International Development Foundation, 33-41 Lower Mount Street, Dublin 2.

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