

## **2009/2010 CANDIDATE INFORMATION**

Action Canada is seeking nominations for candidates who are in the early years of their careers or pursuing post-secondary studies, who have the promise to be future Canadian leaders and who will benefit by the study of leadership and public policy issues.

Candidates must be nominated for an Action Canada fellowship. Please see Nominator Requirements.

The following Candidate Eligibility Requirements, Candidate Selection Criteria and Candidate Requirements apply:

### **Candidate Eligibility Requirements:**

Candidates must:

- be a Canadian citizen or permanent resident
- be available to travel and participate in three, seven-to-ten day working conferences in Vancouver, Ottawa and elsewhere in Canada, as well as to travel and participate in two three-day Task Force meetings which are scheduled to take place between the conferences throughout the fellowship year
  - Working Conference dates for 2009/2010 fellowship year:  
17 – 25 October 2009  
30 January – 7 February 2010  
29 May – 6 June 2010
- commit to work with other Action Canada Fellows in a Task Force throughout the year on a public policy project of significance to Canada; Fellows must complete work on their project by the beginning of the final conference
- recognize that the time commitment to Action Canada is substantial even though the fellowship year is to be undertaken in conjunction with graduate studies or other work in which Fellows are engaged
- be fluent in French or English with a preference for candidates with a working knowledge of both French and English

### **Candidate Selection Criteria:**

1. Record of leadership and/or extraordinary achievement apart from academic studies.
2. Superior character, open-mindedness, demonstrated teamwork ability and interest in working with others, energy and courage.
3. A passion for Canada; the potential to become a Canadian leader and the commitment to make a positive contribution to Canada.
4. Record of excellent post-secondary academic achievement, or other demonstration of outstanding intellectual ability.

**Candidate Requirements:**

As a candidate, you are required to submit one complete nomination package with all required documents by 5:00 pm PT Friday, 23 January 2009 to:

Action Canada  
3306 – 515 West Hastings Street  
c/o Morris J. Wosk Centre for Dialogue  
Simon Fraser University  
Vancouver, BC Canada V6B 5K3

## 2009/2010 REQUIRED DOCUMENTS

**NOMINATION PACKAGE SUBMISSION DEADLINE: 5:00 PM PT FRIDAY, 23 JANUARY 2009**

**All documents must be submitted in one package to the Action Canada office by the submission deadline:**

Action Canada  
3306 – 515 West Hastings Street  
c/o Morris J. Wosk Centre for Dialogue  
Simon Fraser University  
Vancouver, BC Canada V6B 5K3

**Incomplete or late packages may not be considered. Documents not included in the nomination package may not be considered. Faxed and emailed documents are not accepted.**

a) Candidate letter (maximum 500 words)

Candidates are required to submit a letter outlining why he/she wishes to be an Action Canada Fellow. Letters must discuss:

- i. The importance of the fellowship at this stage of the candidate's education or career
- ii. The candidate's future career plans
- iii. The importance to the candidate of a commitment to engagement in public issues and to making a contribution to Canada
- iv. The candidate's ability to transform ideas into action
- v. The candidate's ability to respect and understand new and different perspectives in addressing public interest issues
- vi. The candidate's views on how an individual creates change and the circumstances for change

b) Candidate statement on fellowship theme (maximum 500 words)

Candidates must submit a statement outlining what they believe to be the major Canadian policy issues at the core of this year's fellowship theme. The 2009/2010 fellowship year theme is *Economic Transformations: Challenges and Opportunities for Canada*. More specific topics within this theme would include: discovering opportunities for entrepreneurs and business leaders; developing innovative products and services that serve both our country and the world; transforming how our core institutions work for all Canadians; exploring Canada's opportunities and challenges arising from the change of government in the United States.

c) Candidate form

- d) Nomination form
- e) Sealed letter of recommendation from nominator
- f) Two additional sealed letters of reference from two referees, other than the nominator
- g) Curriculum vitae (maximum 3 pages)
- h) Official copy of university/college transcripts or transcript of most recent educational institution attended
- i) Proof of Canadian citizenship or permanent resident status

## **2009/2010 SELECTION PROCESS**

1. Incomplete or late packages, and documents that arrive outside of a complete package may not be considered for review.
2. Faxed or emailed documents are not accepted.
3. A shortlist of candidates will be interviewed. The selected candidates will be notified by email of the exact dates and locations of their interviews.
4. Reference checks may be conducted. Additional references may be requested and may be contacted via telephone or email.
5. To ensure that the selection of Action Canada Fellows reflects Canada's diversity, the selection committee may take into consideration gender, language and regional representation.
6. Feedback will not be provided after candidates are notified of selection decision.
7. Nomination packages become the property of Action Canada and will not be returned.
8. Selected candidates must accept an offer of fellowship, in writing, and return requested documentation to Action Canada by the deadline outlined in the fellowship offer documents. Late returns or non-responses may be considered a forfeit of fellowship.

### Timeline:

5:00 pm PT Friday, 23 January 2009 deadline for candidates to submit complete nomination package with ALL required documentation to:

Action Canada  
3306 – 515 West Hastings Street  
c/o Morris J. Wosk Centre for Dialogue  
Simon Fraser University  
Vancouver, BC Canada V6B 5K3

March 2009 candidates not selected for an interview notified via Canada Post

Winter/Spring 2009 one-on-one interviews of a shortlist of candidates

Spring 2009 shortlist of candidates attend National Selection Committee interviews

29 May 2009 final selection of the 2009/2010 Action Canada Fellows

## **2009/2010 NOMINATOR REQUIREMENTS**

Action Canada is seeking nominations for candidates who are in the early years of their careers or pursuing post-secondary studies, who have the promise to be future Canadian leaders and who will benefit by the study of leadership and public policy issues.

Candidates must be nominated for an Action Canada fellowship.

You may nominate a candidate by completing a Nomination Form and providing a sealed letter of recommendation describing how the candidate meets the following Selection Criteria:

1. Record of leadership and/or extraordinary achievement apart from academic studies.
2. Superior character, open-mindedness, demonstrated teamwork ability and interest in working with others, energy and courage.
3. A passion for Canada; the potential to become a Canadian leader and the commitment to make a positive contribution to Canada.
4. Record of excellent post-secondary academic achievement, or other demonstration of outstanding intellectual ability.

The candidate is responsible for submitting all required documentation to Action Canada in one complete package by the deadline of 5:00 pm PT on Friday 23 January 2009. Please ensure this form and sealed letter of recommendation have been forwarded to the candidate in advance of the deadline. A letter of recommendation that is submitted but is not in a sealed envelope may be considered ineligible and could render the nomination package incomplete.



