

## Entrance criteria for a Libre Foundation training

- **A participant has to clearly identify why he/she wants to participate**
  - *Importance for Libre: participants with a clear focus who know what to expect.*
- **A participant has a leading/decision making role in an existing Civil Society Organization, and needs to have at least one year experience as a leader**
  - *Importance for Libre: maximum impact as multiple people benefit from realized learning goals.*
  - *The table with job levels on page 2 will help you identify which leaders to invite.*
- **A participant will attend for all components (= 5 days) of the training. Those who are absent for (more than) one day cannot continue the training.**
  - *Importance for Libre: intrinsic motivation of people to participate.*
- **A participant is unable (privately or via employer/Civil Society Organization) to attend a communication training**
  - *Importance for Libre: to ensure that our budget is not being utilized for wealthier participants.*
- **A participant is responsible for transportation and accommodation cost**
  - *Importance for Libre: intrinsic motivation of people to participate.*
- **Participants are advanced or fluent in the training language**
  - *Importance for Libre: keeping pace in the training. Simplifying the learning process.*
- **The Community Organization fits in the smaller Civil Society Organization category**

Need help dividing small and large organizations? When a CSO has a website, has an annual report and an annual budget exceeding € 100.000, we consider them a large CSO.

  - *Importance for Libre: to ensure that our budget is not being utilized for wealthy organizations. They master their own priorities. If they are not focused on training / education, that's a clear choice.*
  - *An exception can be made for maximum two participants of larger CSOs. They will be charged a fee of € 80.*
- **Also invite candidates other than from your own network**
  - *Importance for Libre: all CSO's have equal opportunities to participate. See page 2 for possible focuses of CSO's.*
- **A maximum of two participants per Civil Society Organization**
  - *Importance for Libre: to give about seven Civil Society Organizations the opportunity to acquire new leadership skills.*

**Candidates who don't meet the criteria will be notified by the LPC.**

## Levels of candidates

*Please note that we rather have (more) level 1 and 2 candidates than level 3 candidates*

Role in the organization	Included	Why	Exception if...
<b>Level 1</b> <ul style="list-style-type: none"> <li>• (Co-)founder</li> <li>• Board members ((Vice)-President, Secretary, Treasurer, Member)</li> </ul>	Yes	The people who are taking (strategic) decisions and lead the staff are the target group of Libre Foundation courses	N/A
<b>Level 2</b> <ul style="list-style-type: none"> <li>• Director</li> <li>• CEO</li> <li>• Managing Director</li> <li>• General Manager</li> <li>• Program manager</li> <li>• Executive Committee</li> <li>• Secretary General</li> </ul>			
<b>Level 3</b> <ul style="list-style-type: none"> <li>• Head of Department</li> <li>• Project Manager/Coordinator</li> <li>• Administrator</li> <li>• Finance Manager</li> <li>• HR Manager</li> </ul>	No, unless.... See far right column	Depending on position within CSO, job responsibilities and answers on Application form we might accept them.	<ul style="list-style-type: none"> <li>• This person is actually in daily charge of a group of employees/volunteers</li> <li>• This person is part of the so called 'decision making unit', or is an important advisor of the CSO (= leading role).</li> <li>• This person is the LPC</li> <li>• This person is part of the organizing CSO and takes the 'reserved seat'.</li> </ul>
<b>Level 4</b> <ul style="list-style-type: none"> <li>• Staff member</li> <li>• Field officer/field agent</li> <li>• Program officer</li> <li>• Facilitator</li> <li>• Educator</li> <li>• Social worker</li> </ul>	No	These people are not our target group	No exception

## Focuses of CSO's

Possible focuses of CSO's
Poverty eradication/livelihood/economic development
Family support
Women's empowerment/women's rights
Youth development
Child protection
Education
Health
Physical abuse
Environment
Human rights/peace/conflict resolution/counseling