



# UJIMA FELLOWSHIP PROGRAM

## PROGRAM PARTICIPANTS INFORMATION PACKAGE

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Presented in partnership with



Edmonton Chamber  
of Voluntary Organizations

# UJIMA FELLOWSHIP PROGRAM

The Ujima Fellowship is a leadership development program that aims to address structural racism and inequity by creating opportunities for diverse representation within policy-making entities. The purpose of the fellowship is to support young Black leaders between the ages of 18 - 35 who demonstrate a willingness to develop their leadership skills and want to serve within advisory or policy-making entities.

The fellowship is named Ujima (oo-JEE-mah), after the third principle of Kwanzaa. Kwanzaa is a week-long cultural celebration that honours African American and African culture. Ujima means collective responsibility and work. Ujima focuses on the foundation of community building and collaboration as a means to solve problems and stepping away from the individual mindset and moving towards a collective approach.

The Fellowship is a program in partnership with the Northern Alberta Institute of Technology (NAIT), Edmonton Chamber of Voluntary Organizations (EVCO) and various community partners which consists of:

- 35 hours of in-class leadership training
- A three-month placement with a host agency, board, commissions, or committee (ABCC).
- 20 hours of volunteer work

Program participants who successfully complete all the NAIT course requirements, host placement and volunteer components will receive a dual certificate in Leadership Development from NAIT and Africa Centre.





## CANDIDATE REQUIREMENTS

The ideal applicant should be highly self-motivated, independent and have a strong interest in community engagement and leadership development. Applicants must demonstrate how they actively engage in the betterment of their communities through their activities and previous accomplishments.

## PROGRAM STRUCTURE

Program participants will complete 35 hours of leadership training that will strengthen their leadership skills and gain knowledge in the areas of leadership, organizational and management skills, diversity and inclusion, strategic communication, and etc.

After completing the course, participants will be assigned to an ABCC for a 3 month placement. To complete their placement, in addition to general board member duties and responsibilities, participants will be required to submit highlights of their placement experiences.

## CLASS FORMAT

All classes will be held in-person at NAIT.

## TIME COMMITMENT

Average time commitment will be 4 -6 hours a month and will be dependent on final placements.

## COST

There is no cost for participants.

## ELIGIBILITY CRITERIA

To be eligible for this fellowship you must meet the following criteria:

- Identify as a member of the Black community
- A resident in Edmonton or Calgary for the respective cohort
- Be between the ages of 18 - 35
- Currently enrolled or graduated from a post-secondary institution
- Demonstrated volunteer experience within community initiatives, civic engagement and/or business experience

## VOLUNTEER HOURS

Participants will be expected to complete 20 hours of volunteer work over a 3 month period. Volunteer hours can be done internally within the ABCC they are placed with or externally with another organization. Volunteer hours can be used to complete special projects for the host ABCC, such as organizing events, writing a research paper, community outreach activities, etc.



## **PARTICIPANTS DUTIES & RESPONSIBILITIES:**

**The fellowship will consists of four cohorts. Classes will be held in the evening on Tuesdays and Fridays.**

**Placement schedules will vary and will depend on the schedules provided by the ABCCs.**

## **UJIMA FELLOWSHIP PROGRAM SESSIONS:**

- **COHORT ONE (SPRING)**
- **COHORT TWO (SUMMER)**
- **COHORT THREE (FALL)**
- **COHORT FOUR (WINTER)**

## **PARTICIPANTS DUTIES & RESPONSIBILITIES:**

Program participants are expected to adhere to the following duties and responsibilities:

1. Attend all classes and complete all required assignments and readings
2. Actively participate and engage in all classroom activities and discussions
3. Actively participate and be in attendance for ABCC meetings
4. Review agenda and supporting materials prior to meetings
5. Be aware of the ABCC mission, policies, programs etc.
6. Attend and actively participate in all Ujima Fellowship workshops
7. Adhere to all conflict of interest and FOIP policies
8. Keep up to date on on issues, events, related to the ABCC and area of focus
9. Be aware of the boards planning efforts or events throughout the placement
10. Submit highlights overviewing placement and volunteer experience
11. Complete 20 hours of self-directed volunteer with organization of choice

## **BENEFITS**

Through this fellowship, you will gain the following skills and experiences:

- Develop leadership skills and knowledge of organizational strategies and tools to become an effective leader
- Demonstrate increased self-esteem, self-confidence, and self-worth
- Understand the inner workings of the organizational framework of ABCCs during their placement
- Become more involved in the community and care for the environment
- Acquire valuable leadership skills they can put into action
- Meet like-minded leaders and develop meaningful professional relationships





## HOW TO APPLY

Applicants can visit [www.africacentre.ca/program-participants](https://www.africacentre.ca/program-participants) to apply.

All applicants must complete the [submission form](#) and submit the following documents:

- CV/Resume
  - Please emphasize your community engagement and volunteer experience
- 500 Word Personal Essay
  - Please highlight what makes you the best candidate for this position, the skills and attributes you will add to an ABCC and how this fellowship aligns with your future goals.
- One reference letter
  - The reference letter can be from a professor, teacher, employer, co-worker, or volunteer supervisor. Academic references are preferred.
- Proof of Enrollment/Completion
  - Please provide proof of enrollment if you are currently enrolled or a copy of your degree/certificate if you have graduated. (ex. unofficial transcripts, current course list, copy of degree/certificate)

## DEADLINES

**Deadlines to submit applications for all Cohorts are updated on**

<https://africacentre.ca/program-participants/>

If you have any questions, please contact us at [ujima.fellowship@africacentre.ca](mailto:ujima.fellowship@africacentre.ca).

**The Ujima Fellowship Program is funded by the Government of Canada.**

