



FOR OFFICE USE ONLY

Mentor AEP

Consultant

Facilitator AEP

Facilitator EEP

Date accepted: í í í í í í

VOLUNTEER FORM

Please return this form **with a copy of your current curriculum vitae** to Facilitator and Mentor Management Department, **FATE Foundation**, Water House, 1st Floor, Lagos State Water Corporation, Ijora Causeway, Ijora, Lagos.



What FATE Volunteerism is about:

FATE Foundation is a private sector led non-for-profit organization with a mission to foster wealth creation by promoting business and entrepreneurial development among Nigerians.

FATE Volunteerism is the willingness of committed professional men and women: Entrepreneurs and Senior Management Executives, who have a passion for service to work and support the Foundation in various ways including Entrepreneurial Programme facilitation, Mentoring, Business Consultancy Services and promotion of projects organized by the organization without the expectation of pay or other tangible gain.

FATE Volunteerism Requirements

FACILITATORS

FATE Foundation offers a practical and interactive curriculum covering a wide range of business topics for the various FATE training programmes such as the Aspiring Entrepreneurs Programme (AEP), the Emerging Entrepreneurs Programme (EEP) and the Short Entrepreneurial Courses (SEC). FATE facilitators are involved in these programmes.

FATE has been able to achieve its modest success through the dedication of well-meaning accomplished Nigerians, corporate organizations and business leaders who share their experiences and knowledge with FATE participants in class sessions by volunteering as facilitators. Most class sessions are for duration of **two (2)** hours.

Requirements:

Professional Background

For Entrepreneurs

- Must have a minimum of 5 years of entrepreneurial/management experience.

For Employees

- Must be an employee of a successful and reputable company.
- Must have a minimum of 5 consecutive years of service to company.
- Must be a part of senior management of the company.

Academic Background

Have a minimum of a Tertiary Certificate e.g. B.Sc from an accredited Institution.

Others

Believe in the FATE values (Relationship, Integrity, Service and Excellence).

Be willing to undergo an agreed number of training-of-trainer workshops per year.

Be available for at least two (2) classes per year.

At least one professional referral (not lower than the top three positions of a successful company-not a peer or a junior).

Must be willing to facilitate pro-bono (at no cost)

Must be punctual to assigned engagement and explore viable alternatives with FATE Facilitator & Mentor Management Coordinator should there be an important reason to turn down schedule



MENTORS

The main purpose of the FATE mentoring programme is to enhance the mentee's personal and professional development by exposing them to 'older and wiser' entrepreneurs and professionals who can set them on the right track and give them essential life lessons such as personal development, negotiation and networking skills, communication skills and business plan development.

Service as a FATE mentor creates a unique opportunity for the volunteer to directly shape the future of the participant by providing advice, guidance and support.

It is expected that over the course of the FATE Mentoring Programme for Aspiring Entrepreneurs, mentors and mentees will spend at least **12 hours** together over a four month period. It is preferable that at least an hour is spent each week over a period of 12 weeks.

Requirements:

Professional Background

For Entrepreneurs

- Must have a minimum of 5 years experience.
- Business must have annual turnover of at least N10Million

For Employees (who may also be considered)

- Must be an employee of a successful and reputable company.
- Must have a minimum of 10 years work experience.
- Must be a part of senior management of the company.
- Must control assets worth N20 Million or over

Academic Background

Have a minimum of a Tertiary Certificate e.g. B.Sc from an accredited Institution.

Others

Believe in the FATE values (Relationship, Integrity, Service and Excellence).

Have a good public and social reputation.

Be willing to share experiences.

Be willing to dedicate a minimum of 12 hours to mentoring.

Be willing to undergo at least one mentor training session per year.

Must be willing to Mentor pro-bono (at no cost)

At least one professional referral (not lower than the top three positions of a successful company-not a peer or a junior).



CONSULTANTS

FATE Business and Alumni Supports Services provides a range of post graduation services available to FATE alumni to enable them attain entrepreneurial stability and maturity. These services equip FATE alumni with skills, tools and networks.

FATE consultants are involved with the recruitment of participants for the FATE Aspiring Entrepreneur Programme, review of participant's business plans, providing free and subsidized consultancy services for FATE alumnus on recommendations by FATE.

Requirements:

Professional Background:

For Entrepreneurs

- Must have a minimum of 5 years of entrepreneurial experience.

For Employees

- Must be an employee of a successful and reputable company.
- Must have a minimum of 5 consecutive years of service to company.
- Must be a part of senior management of the company.

Academic Background

Have a minimum of a Tertiary Certificate e.g. B.Sc from an accredited Institution.

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Others

Believe in the FATE values (Relationship, Integrity, Service and Excellence).

Be willing to undergo an agreed number of train-of-the-trainer workshops per year.

Be available for at least two recruitment exercises per year.

Be available to consult with a minimum of one alumnus per year.

At least one professional referral (not lower than the top three positions of a successful company-not a peer or a junior).

Must be willing to Consult pro-bono (at no cost)

If the above requirements are in place, please proceed to fill the volunteer form below.



VOLUNTEER FORM

DATE FORM IS SUBMITTED:

General Background

1. Name
2. Designation
3. Office name
- /Office address
4. Home Address
5. Telephone number Day.....Evening.....
 Mobile
6. E-Mail address
7. Alternate E-mail:
8. Date of birth (Year is optional)
9. Gender
10. Marital Status

11. Business experience:

- a. Do you currently own a business? (Yes/No)
- b. If yes, how old is your business
- c. In which industry do you currently operate?
.....
- d. If previously employed:
 What was the highest level attained: Junior level Middle management....
 Senior Management
- Number of years of management experience
- e. If you do not own your business, in what capacity are you employed?
.....
- f. Briefly describe the nature of your business or of your current employment
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11. Working with FATE

In what capacity would you prefer to work with FATE?

a. Consultant (please specify type)

- Business Advisory Consultant
- Recruitment Consultant

Business Plan review Consultant

- b. Facilitator**.....
- c. Mentor**.....

12. What days of the week/ times of the day are most convenient for you to assist FATE?

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13. Why do you want to volunteer with FATE? í í í í í í í í í í í í í í í í í í ..

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14. When will you be available to start relationship with FATE?

- a) Immediately
- b) Other times e.g. in a week etc (please Specify)

15. FATE is currently in Port-Harcourt; would you like to volunteer here as well?

16. Which other states outside of LAGOS can you be available to volunteer.....

15. References

At least one professional referral (not lower than the top three positions of a successful company-not a peer or a junior).

Name

Designation

Office name

Office address

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.....

.....

Telephone number

E-Mail address

Name

Designation

Office name

Office address

.....

.....

.....

Telephone number

E-Mail address

15. In which of the following areas do you feel most qualified to offer support to FATE Foundation?

Please circle all applicable fields

FUNCTIONAL AREAS	INDUSTRY AREAS	
1. Agriculture 2. Advertising 3. Sales & Marketing 4. Branding 5. Finance 6. Accounting 7. General Management 8. Human Resources 9. Information Technology 10. Law 11. Economics 12. Operations / Production 13. Pricing & Distribution 14. Strategy 15. Insurance 16. International Markets (imports / Export) 17. Environment 18. Communications 19. Other (please specify)	1. Consulting 2. Arts, Media & Entertainment 3. Beauty 4. Telecommunications 5. Construction / Engineering 6. Financial Services 7. Fast Food Services 8. Food Processing 9. Bakery & Confectionary 10. Healthcare 11. Manufacturing 12. Oil & Gas 13. Oil related Services 14. Real Estate & Property Mgt 15. Legal Services 16. Packaged Goods 17. Pharmaceuticals 18. Cleaning and janitorial Services 19. Public Relations 20. Textiles	21. Furniture & Interior Decoration 22. Trade 23. Courier Services 24. Transportation 25. Education 26. Training & Capacity Building 27. Business Consulting 28. Photography 29. Printing & Publishing 30. Horticulture 31. Events Management 32. Fashion / Footwear 33. Mines, Metals & Minerals 34. Giftware & Craft 35. Sports & Leisure 36. Forest industries 37. Other (Please specify)

Volunteer applicant name:

16. REFERALS

FATE Foundation is constantly in need of enthusiastic volunteers who can assist with the task of training and equipping Nigeria’s Aspiring entrepreneurs. Please recommend anyone you think would be suitable to serve as a **FATE volunteer**.

Name.....
Functional / Industry area.....
Contact Number
Contact Address.....
Email.....

In what capacity do you think this person can assist FATE?

- Consultants (please Specify Type)
 - *Business Advisory Consultant.....*
 - *Business Plan Review Consultant.....*
 - *Recruitment Consultant*
- Facilitator
- Mentor.....

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