





12 FELLOWS EXPLORE OUR HISTORY AND HERITAGE DURING THE HAIDA GWAI Conference

ACTION  CANADA is Canada's premier leadership program. A non-partisan multi-sector fellowship, ACTION  CANADA is building a valuable network of leaders. Centered around regional conferences and teamwork, Fellows examine historical and current issues, hone leadership skills, present and publish a public policy report. At the completion of the fellowship year, they join our network of outstanding leaders dedicated to the future of Canada.

If you are an emerging leader or know someone who qualifies, visit [actioncanada.ca](http://actioncanada.ca) for details on our call for nominations for the 2013/14 fellowship year.

*Discovering the Canadian landscape sparked my determination to contribute to Canadian public policy, as it is through this land that we are defined and continue to evolve as a country.*

**FELLOW PHILIPPE OUELLETTE**

*No other leadership program in Canada matches the mentoring, on-the-ground experiences and network provided by the Action Canada fellowship.*

**FELLOW KULVIR SINGH GILL**

**DEADLINE  
15 February 2013**

## 2013 NOMINATION FORM AND 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.

The **nominator** submits a nomination by completing our online nomination form ([www.actioncanada.ca](http://www.actioncanada.ca)) and uploading a letter of recommendation, by **5:00 pm PT Friday, 8 February 2013**. If this process has been successfully completed, the nominator and the candidate will receive a confirming email. The candidate is responsible for submitting the remainder of the required documentation, in duplicate, in one complete package by 5:00 pm PT Friday, 15 February 2013.

Letters of recommendation should describe how candidates meet 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.

Find more information on Candidate Eligibility Requirements, Candidate Selection Criteria and Candidate Requirements at [www.actioncanada.ca](http://www.actioncanada.ca)

## 2013 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 Nomination Form and 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 participate in the program for a period of eleven months (1 May 2013 to 31 March 2014)
- be available to work throughout the fellowship year in an assigned Task Force with other Fellows on a public policy project of significance to Canada. Fellows must complete work on their project by the beginning of the final working conference.  
NOTE: The projects require considerable individual and group time and work between conferences.
- be available to travel and participate in five, five-to-seven-day intensive working conferences (scheduled around weekends) held at various locations across Canada. The dates for the 2013/2014 working conferences are:
  - 29 May – 2 June 2013
  - 19 – 23 June 2013
  - 7 days in August or late September/early October 2013 (*exact dates to be confirmed by May 2013*)
  - 20 - 24 November 2013
  - 3 – 9 February 2014
- be available to travel and participate in up to three additional Task Force meeting days, either immediately before or after a working conference. Related to these additional Task Force meeting days, Action Canada will cover the accommodation costs for up to three nights, either immediately before or after a working conference.
- recognize that the time commitment to Action Canada is substantial and that the fellowship year is to be undertaken in conjunction with 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**

- Record of leadership and/or extraordinary achievement apart from academic studies.
- Superior character, open-mindedness, demonstrated teamwork ability and interest in working with others, energy and courage.
- A passion for Canada; the potential to become a Canadian leader and the commitment to make a positive contribution to Canada.
- 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 **in duplicate** by **5:00 pm PT Friday, 15 February 2013** to:

Action Canada  
#513 - 1489 Marine Drive  
West Vancouver, British Columbia  
V7T 1B8

Candidates must send their nomination packages via a delivery service that provides a tracking number and requires a signature upon delivery. It is the responsibility of candidates to ensure their nomination package arrives at the address above by the submission deadline. Action Canada does not send notification of receipt of nomination packages. Verification of delivery is to be done through contact with the delivery service.

Only candidates who have followed these procedures and can demonstrate a shipping error causing the delivery delay or loss of package, may request to resend his/her package and have it considered after the deadline. Under no circumstances can a nomination be considered after 1 March 2013.

## 2013 CANDIDATE FORM

As a candidate, you are required to submit one complete nomination package with all required documents **in duplicate** by **5:00 pm PT Friday, 15 February 2013** to:

**Action Canada**

#513 - 1489 Marine Drive

West Vancouver, British Columbia

V7T 1B8

**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.**

Candidates must send their nomination packages via a delivery service that provides a tracking number and requires a signature upon delivery. It is the responsibility of candidates to ensure their nomination package arrives at the address above by the submission deadline. Action Canada does not send notification of receipt of nomination packages. Verification of delivery is to be done through contact with the delivery service.

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**CANDIDATE INFORMATION** (please ensure the contact info provided is valid for 2013):

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Name: Last (Family)	First	Middle Initial
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Position/Occupation/Employer if applicable

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Institution/Program if applicable

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Mailing Address: Street	City	Province	Postal Code
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Telephone	Email	Fax
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## 2013 REQUIRED DOCUMENTS

Nomination Package Submission Deadline: **5:00 pm PT Friday, 15 February 2013**

The complete nomination package must include **two copies** of the following documents:

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 (maximum 500 words)

A candidate must submit a statement on an aspect of Canadian history that the candidate thinks significantly influenced a public policy.

c) Candidate Form

d) Additional sealed letters of reference from two referees, other than the nominator. Please ensure that each referee has provided you with two sealed copies of a reference letter. There should be a total of four sealed envelopes submitted.

e) Curriculum vitae (maximum 3 pages). A CV of more than 3 pages will not be read.

f) Official copy of university/college transcripts or transcript of most recent educational institution attended

g) Proof of Canadian citizenship or permanent resident status.

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

Action Canada  
#513 - 1489 Marine Drive  
West Vancouver, British Columbia  
V7T 1B8

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## 2013 SELECTION PROCESS

1. Nomination packages must be filed in **duplicate**. Incomplete or late packages, and documents that arrive separate from the nomination package, may not be considered.
2. Faxed or emailed documents are not accepted.
3. Candidates must send their nomination packages via a delivery service that provides a tracking number and requires a signature upon delivery. It is the responsibility of candidates to ensure their nomination package arrives at Action Canada by the deadline date. Action Canada does not send notification of receipt of nomination packages. Verification of delivery is to be done through contact with the delivery service.

Only candidates who have followed these procedures and can demonstrate a shipping error causing a delivery delay or loss of package, may request to resend his/her package and have it considered after the deadline. Under no circumstances can a nomination be considered after 1 March 2013.

4. Shortlisted candidates will be interviewed twice. The first interview will be one-on-one, during March and early April 2013. The second interview will take place in Toronto, ON 13 – 15 April 2013. Candidates must be able to attend the second interview in person to be considered for the fellowship. The selected candidates will be notified by email of the exact dates and locations of their interviews.
5. Reference checks may be conducted. Additional references may be requested and may be contacted via telephone or email.
6. 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.
7. Feedback at any stage of the selection process is **not provided** and will not be provided after candidates are notified of selection decision.
8. Nomination packages become the property of Action Canada and will not be returned.
9. 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, 15 February 2013 - deadline for candidates to submit complete nomination package with ALL required documentation **in duplicate** to:

Action Canada  
#513 - 1489 Marine Drive  
West Vancouver, British Columbia  
V7T 1B8

- March 2013 - candidates notified via email of selection status
- March/April 2013 - one-on-one interviews of shortlisted candidates
- 13 – 15 April 2013 - shortlisted candidates attend National Selection Committee interview and events
- Early May 2013 - selection of the 2013/2014 Action Canada Fellows. Candidates will be informed via email of their final selection status.