

## Seminars and Other Workshops, Conferences and Events

These are events which require a certain level of competency and experience in a particular area, e.g. the environment, HIV & Aids, management etc. They will also include Young Women's World Forums, World Leadership Development Programs, and World & Region Conferences.

National International Manager (IM) discusses Girl Guides Australia (GGA) involvement with Chief Commissioner (CC).

Circular is sent out to States, targetted members and early notification of events email group.

Applicants apply directly to IM via international online application system.

IM to contact State International Manager (SIM) or State Commissioner (SC) if further information is required about an applicant.

Selection panel is IM and CC and other GGA Managers as needed.

SIMs are advised of the successful applicant.

## 1. Selected World Centre events other than above

These are events run by World Centre Staff for all members of WAGGGS or for specific age groups as defined by the World Centre for particular events. GGA wants to make the application process as simple as possible in order to capture these applicants before they apply directly to the World Centre. By encouraging applicants to register through the GGA process, we are able to offer support for their preparations, administration assistance and we can record their attendance as part of our statistics of overseas travellers.

## PROCESS:

- Circular is sent out to States and information entered to GGA Website and GGA Facebook by IM.
- Applicants apply to State International Manager via international database.
- No references, photos or interviews are required.
- SIM is contacted by IM if further information is required.
- SIMs are advised of the successful applicant.

## 2. Independant visits to World Centres

These are holiday visits by an individual to a World Centre or to an event which has not been selected by GGA.

Participant(s) are able to apply directly to the World Centre and organise their own travel plans etc and not involve GGA National Office in any of these plans.

It is desirable that the participant advises her SIM of her visit, who in turn will advise IM so the visit may be recorded.

GGA can provide travel insurance for members who attend World Centres under this category.

## 3. Independant Group travel to World Centres

*INT.14\_Application for Group Camp or Holiday Overseas* is to be completed and submitted to the State Board for approval as per guidelines for *INT.14\_Application for Group Camp or Holiday Overseas*. Then as per #2.



## 4. Volunteers working at World Centre

Each World Centre advertises volunteer opportunities on their respective websites. GGA is also informed of these vacancies, but often with a short time frame.

### PROCESS:

- Circular is sent out to States, targetted members and early notification of events group.
- Information is entered on GGA Website and GGA Facebook by IM.
- Applicants apply directly to IM via international on line application system.
- IM to contact SIM or SC if further information is required about an applicant.
- Application processed and signed by IM and forwarded to centre.
- (NB: In some cases applicants apply directly to the Centre, however, the IM is informed by the Centre and the application forwarded for signature.)
- SIMs are advised of the successful applicant.
- GGA can sometimes offer travel insurance and administration assistance for members who attend World Centres under this category.

## 5. Staff working at a World Centre

Each World Centre advertises paid staff opportunities on their respective websites. GGA is also informed of these vacancies, but usually with a short time frame.

Circular, together with application details, is sent out to States, targetted members and early notification of events group.

Information is entered on GGA Website and GGA Facebook by IM.

Applicants apply directly to the Centre, however it is preferable that applicants contact IM for assistance.

## 6. Sangam Scholarships

Sangam offers yearly scholarship events for Centre programs and for volunteer positions.

The same process as for #2 applies, except that the application forms are included with the circular at the time of advertising.