

CONSERVATION MANAGEMENT TRAINING PROGRAM (CMTP)

FREQUENTLY ASKED QUESTIONS (FAQ'S)

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- 1 I'm interested in your Conservation Management Training Program and would like to apply but I don't know how to access to the application form or the AWF Conservation Management Training Program Application Datasheet

To apply for this position, visit the AWF website and follow this link to view the full description of the Conservation Management Training Program and access application form.

awf.org/careers

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- 2 I am required to provide names of three academic referees. Can I just provide the names and contact details of three references or do you actually want recommendation letters from them?

We only require contact details of referees to enable us run our independent checks. Providing additional recommendations letters is acceptable but not necessary.

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- 3 Is the program open only to African nationals or can anyone with a background and interest in conservation in Africa apply?

The CMTP program is open to qualified candidates from all nationalities who meet the program requirements.

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- 4 The application asks to include a cover letter explaining my personal link to conservation in Africa and justification as to why I might be considered for the program. Does this mean that I should outline my background experiences and ambitions and how conservation in Africa fits into my life story?

Absolutely. Tell your story, promote yourself, and build a case for purposes of your consideration.

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- 5 Are existing AWF staff eligible to join the program while maintaining their current position within the organization?

Unfortunately, not. The reality is that one cannot be an employee and yet serve as trainee all at the same time. It will not be feasible given the demands and training requirements.

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- 6 I am a current student and will only be completing my studies after the commencement date of the program. Will there be another opportunity to apply in the near future?

Yes. This program shall be run annually and there will be plenty of opportunities for you to participate in future.

7 Are academic certificates required for the CMTP application?

Academic credentials are not required at this stage. However, these may be requested at a later stage.

8 I have an MBA in Strategic Management with several years' experience in Community Conservation work in Africa. Can I send my application?

Absolutely! Given that we are soliciting applications, you are encouraged to submit your papers which will be reviewed alongside others against the requirements for consideration.

9 The application brochure requires that application items be submitted as a single PDF file. However, some of my professors who are writing my letters of recommendation have raised concerns about this process. Can I send referenced letters of recommendations directly to AWF or ask them to send letters of recommendation to me in separate PDF to be kept separate from other application materials?

Please submit your applications based on the requirements we have outlined. Provide the contact details of your academic/professional references that would enable us conduct independent background checks. The written recommendations can be submitted separately but are not mandatory at this stage.

10 Is it a requirement for CMPT applicants to have completed on-the-ground field work in Africa? Also my master's degree is in environmental law and policy, would this count in applying for the CMPT program?

The applicant need not have completed ground field work in Africa, if you had, it would be a plus. Rather, you should be able to demonstrate experience working on African conservation issues and dedication to Africa and AWF mission. A master's degree in a field related to conservation is the minimum requirement for this program. So yes your master's degree will count.

11 Can a bachelor's degree holder apply for the CMPT? Must you have a background in conservation?

The minimum requirement for this program is a master's degree and fulfillment of the other additional conditions outlined.

12 Is the housing paid for under this program or will successful applicants have to pay from the stipend?

The organization will provide housing to the participants.

13 Should my cover letter be directed to AWF Director of Human Resources?

Your application should be addressed to the human resources team and submitted online only at awf.org/cmtp.

14 I am having difficulty downloading the application form. Is there any other way to get the form?

Yes. We can email the application form to you. Drop us an email to the provided address and we shall send a form to you.

15 The Program Application Datasheet makes specific reference to research and internship work. What details are you looking for?

You should feel free to include any internship and research work undertaken that have relevance to this program.

16 How do I complete the forms section and exclude the text?

You go to the horizontal tools bar at the top of the PDF document; select the 'DELETE PAGE' where appropriate. Go through that process for each page you want deleted and you will be left with the form only.

17 Where do I send my application? The email provided or the website?

Whereas an email address is provided, applicants are encouraged to submit all the documents via the application portal at awf.org/cmtp.