**Mentor application form**

By filling out this form, you will not only describe who you are and what makes you special, but also explain the reason why you would like to join the Ouissal program as a mentor. Ouissal enables you to meet young and dynamic young entrepreneurs and women with career ambitions and to share your expertise with them in a special circle of other experts. At the same time, learning is not a one-way street and you will certainly benefit a lot from the intercultural Ouissal program as a mentor!
The costs of participation in this program (travel expenses, accommodation and meals) are covered by the project.

**Application form:**

* You will need about 20 minutes.
* Please note that the form will not be saved. All data will be lost when the page is reloaded.
* Incomplete forms are not saved
* Our recommendation: For an overview, please look at the entire questions in this pdf document before filling out the application form.
* We prefer you fill out the application form on the website.
* In exceptional cases, you may send this pdf form to ouissal@ema-germany.org. In that case, please make sure you will receive a confirmation of receipt by our team until the application deadline.

**All fields marked with \* are mandatory. Otherwise, the form cannot be accepted.**

 **1. Personal and contact information**

 **Title, Last name, First name \***:Click here to write
**Date of birth \***: Click here to write.
**Nationality \***:

[ ] Morocco [ ] Algeria [ ] Tunisia [ ] Libya [ ] Egypt
[ ] Jordan [ ] Lebanon [ ] Syria [ ] Palestine
[ ] Others Click or tap here to enter text.

**Place of residence \*:** Click here to write.
**Phone number \*:** Click here to write.
**Email address \*:** Click here to write.
**Website:** Click here to write.
**Facebook / LinkedIn**:Click here to write

**Are you a member of EMA or any other organization? If yes, which one? \* :***This information does not determine participation in the project, but helps to contribute to its improvement*

Click here to write.

 **How did you hear about the Ouissal program? \***

[ ]  LinkedIn
[ ]  Facebook page
[ ]  EMA Newsletter
[ ]  Recommendation
 If recommendation, from whom? Click here to write.
[ ]  Magazine/newspaper
[ ]  Radio
[ ]  Partner organization of EMA
 If partner organization of EMA, which one? Click or tap here to enter text.
[ ]  Other Click here to write.

**2. Languages (written & oral)**

**Your language level for the following languages: \***

*Please indicate your language level in these abbreviations (A1 Beginner, A2 Basic, B1 Advanced, B2 Independent, C1 Proficient, C2 (approximately) Native))*

German written: [ ] A0 [ ] A1 [ ] A2 [ ] B1 [ ] B2 [ ] C1 [ ] C2
German oral [ ] A0 [ ] A1 [ ] A2 [ ] B1 [ ] B2 [ ] C1 [ ] C2
French written: [ ] A0 [ ] A1 [ ] A2 [ ] B1 [ ] B2 [ ] C1 [ ] C2
French oral: [ ] A0 [ ] A1 [ ] A2 [ ] B1 [ ] B2 [ ] C1 [ ] C2
English written : [ ] A0 [ ] A1 [ ] A2 [ ] B1 [ ] B2 [ ] C1 [ ] C2
English oral: [ ] A0 [ ] A1 [ ] A2 [ ] B1 [ ] B2 [ ] C1 [ ] C2

**3. Your activities**

**In which industry does your company operate? \***

[ ] Construction/Real Estate [ ] Consulting [ ] Education [ ] Engineering
[ ] Arts and Crafts/textile [ ] Health services [ ] Industrial Production [ ] Public sector
[ ] Media/Culture [ ] Tourism/Hotels [ ] Trade/Commerce [ ] Traffic
[ ] Agriculture/Food industry [ ] AI/Digital Economy [ ] Sustainability
[ ] Other Click here to write..

**Briefly describe what your company's goal is and how it is actively achieving it: \****Recommended text length* ***300 words max***.

 Click here to write.

**What is your position? \*** Click here to write.

**What is your scope of duties? \*** Click here to write.

**How many employees are you responsible for? \***

[ ]  <5
[ ]  5-10
[ ]  10-20
[ ]  20-50
[ ]  50-100
[ ]  >100

**4. Motivation**

**I am interested in Ouissal because ...: \***

*Tick the five most important ones.*

[ ]  I want to share my knowledge and experience with aspiring entrepreneurs or employed women with career ambitions and support them in their development.
[ ]  It's a great way to expand my network and make new contacts.
[ ]  I believe in the importance of women's empowerment and want to do my part.
[ ]  I myself have benefited from mentoring programs and mentoring in my career and now want to offer other women the same opportunities.
[ ]  It is inspiring to follow and support the development and successes of the mentees.
[ ]  Ouissal offers a variety of topics and challenges that the mentees deal with, which broadens my own horizons.
[ ]  Collaborating with other mentors and sharing best practices are valuable learning opportunities for me.
[ ]  I want to dare to think outside the box and engage with other countries and cultures, break down my own stereotypes and support women in their home countries.
[ ]  I want to have a positive impact on tomorrow's women entrepreneurs.
[ ]  Other Click here to write.

**What are your expectations for the program? \***

*Tick the five most important ones.*

[ ]  Structured and confidential environment for personal and professional development.
[ ]  Access to highly qualified female experts for individual support.
[ ]  Variety of learning opportunities and resources.
[ ]  Engaged mentoring community for sharing and networking.
[ ]  Flexibility to meet individual needs.
[ ]  Learning about other cultures and work contexts.
[ ]  Onboarding to get well acquainted with the program.
[ ]  Reliability and commitment to the program and to the participants by all participants (in terms of time, content and intercultural aspects).
[ ]  Ouissal team: good organization and communication
[ ]  Fun ☺
[ ]  Flexibility to meet individual needs.
[ ]  Other (text field)

**5. Mentorship**

**Have you already participated in a mentoring program or similar projects in international cooperation? \***

[ ]  Yes
[ ]  No

If yes, to which? Click here to write.

**Have you already gained intercultural work experience? \***

[ ]  Yes

[ ]  No

If yes, whereby? Click here to write.

**If yes, what has been your experience?** Click here to write.

**If no, what challenges might you encounter?** Click here to write.

**Which of your previous activities as a leader particularly excite you? \***

*Please mark the five most important ones with a cross.*

[ ]  Strengthening employee loyalty and motivation through targeted measures.

[ ]  Development of strategies and initiation of new business areas

[ ]  Conducting talks and negotiations

[ ]  Stabilization of micro-enterprises and promotion of female managing directors

[ ]  Acquisition of resources and identification of savings potentials

[ ]  Increasing efficiency and optimizing processes

[ ]  Public appearance and representation of the company to the outside

[ ]  Promotion and development of employees: inside to develop their potential.

[ ]  Participation in management networks and exchange with other managers.

[ ]  Implementation of strategic change processes in my company.

[ ]  Shaping an inspiring and motivating corporate culture.

[ ]  Assuming responsibility in decision-making processes and the achievement of goals.

[ ]  Creating space for innovation and creativity in the company.

[ ]  Development and implementation of leadership development programs.

[ ]  Designing change management processes and accompanying changes in the company.

[ ]  Promoting diversity and inclusion in my team and company.

[ ]  Establishing effective communication and feedback structures.

[ ]  Further development of my own leadership skills and techniques.

[ ]  Initiating and implementing sustainability projects.

[ ]  Other Click here to write

**On which topics can you imagine supporting your mentee in the implementation of her business plan/ her further company development? \***

*Please mark the five most important ones with a cross.*

[ ]  Regular consulting and strategic support.
[ ]  Feedback and sparring partner in business planning.
[ ]  Assistance with goal setting, focus and implementation planning.
[ ]  Assist with market analysis and risk assessment.
[ ]  Sharing professional knowledge and experience.
[ ]  Expand network and provide contacts.
[ ]  Assist with funding and resource planning.
[ ]  Develop effective marketing strategy to increase brand awareness.
[ ]  Assist in developing appropriate corporate communications.
[ ]  Strategic human resources development to strengthen my mentee as a leader and promote her employees.
[ ]  Assistance in optimizing business processes and increasing efficiency.
[ ]  Support in identifying new business opportunities and growth strategies.
[ ]  Support in the implementation of innovations and new technologies.
[ ]  Support in financial planning and raising capital for business development.
[ ]  Other Click here to write.

**These are the three most important qualities of a mentor:**

*Recommended text length* ***100 words max***

 Click here to write.

These are the three most important characteristics of a mentee:

*Recommended text length* ***100 words max***

 Click here to write.

**Other**

Accessibility: are there any special needs to allow you access to the program?

*Additional comments* ***100 words max*** Click here to write.

*Additional comments* ***200 words max*** Click here to write.

**Data protection & participation obligation \***

[ ]  [I hereby accept that my personal information may be used in the context of the Ouissal mentoring program.](https://ouissal.org/privacy-policy/)

*Please tick* ***at least two*** *of the following dates when you are sure to be available. The more boxes you tick, the more likely you are to be taken****.***

[ ]  30.10.23 – 03.11.23
[ ]  27.11.23 – 01.12.23
[ ]  08.01.24 – 12.01.24
[ ]  22.01.24 – 26.01.24
[ ]  05.02.24 – 09.02.24

If I receive a positive response to my application, I commit to this:

[ ]  To adhere to my binding participation in the kick-off meeting.

[ ]  Until notification of my participation on 31.08.23 at the latest, I will keep these dates free. I will also make an effort to participate in the German-Arab Women's Forum in the fall of 2024 (date not yet finally planned). The date will be announced in time in spring 2024.

[ ]  To participate in the evaluation on the program. At the end, there will be a qualitative and quantitative evaluation of the program for scientific research purposes. The evaluation will be invaluable to us. On the one hand, the program is unique so far and we want to continuously improve, optimize and expand it. On the other hand, we are of course also measured by the success of Ouissal by our sponsors. Here we ask you all for your active support and cooperation, so that we can present the successes and of course also the lessons learned to the maximum and make them usable.

[ ]  I would like to be informed about the activities of EMA.