

What is provided?

Rotary Foundation grants will cover the following costs:

Travel related expenses:

- Economy-class travel tickets
- Transportation in Ghana to/from airport and local travel related to grant implementation
- Inoculations/immunizations, malaria tablets and visas
- Travel insurance
- Normal and reasonable luggage charges

Other Expenses:

- Accommodation
- Food in Ghana and en route
- Travel to/from airport in Scotland
- Meetings prior to VTT visit
- Photocopying/resource materials

What is required of you?

Before leaving:

- Participate in orientation sessions and group meetings and obtain the necessary documents for travelling. This includes a passport, visa, immunisations and medical insurance.
- Preparation of suitable documents and resources for the project

During the VTT:

- Accept the decisions of the team leader
- Remain with the group throughout the VTT except when individual activities are planned
- Maintain standards of behaviour appropriate to Rotary

After returning:

- Provide remote assistance to the businesses for whom you were mentor
- Prepare and submit reports of the VTT as required by Rotary Foundation
- Speak about your VTT experiences to Rotary clubs and other groups

Why should you apply?

A Vocational Training Team Project is an opportunity to give service in a developing country.

Participants in this rewarding, once-in-a-lifetime experience will return home with a cultural perspective of life and business within Ghana. VTT members will have had the opportunity to use their career skills to stimulate business activity within Ghana, whilst improving the employment opportunities within the community.

Who can apply?

All participants must have or have had careers linked to the aims and objectives of the VTT.

Applications are welcome from Rotarians and from non-Rotarians recommended by a Rotary Club.

All applicants must possess a valid passport or be in a position to obtain one promptly if selected. Passports must be valid until at least May 2016.

How do I apply?

Applications must be made through your District 1010 Rotary Club

Please send personal details, a CV and a statement of why you are interested in participating indicating what you would be able to contribute to the VTT.

For an informal discussion, please phone or email:
John Calder : 01261 812152 : cjohncalder@aol.com
Jim Slater: 07713 286705 : jim@msactax.co.uk

Rotary Clubs should send completed applications with a supporting letter to:

Jim Slater, VTT Officer,
32 Beechwood Drive, Glenrothes, KY7 6GE
or email to jim@msactax.co.uk

Applications must be received before 14th February 2015.

Interviews will be held during February/March 2015.

Final selection of Team Members will be made by 14th March 2015.



Vocational Training Team

Business Mentoring Project

for

SMEs in Ghana

2nd October 2015

to

30th October 2015



The VTT Project

The Vocational Training Team will be a team of eight business professionals from District 1010 who will provide business mentoring services to small/medium sized enterprises in the Ghanaian city of Kumasi.

Kumasi is the second largest city in Ghana and is located in the Ashanti region of Ghana, some 160 miles north-west of the capital city, Accra.

The objective of this District Project is poverty alleviation through the economic stimulation of both commercial businesses and social enterprises.

The VTT will work in collaboration with the Rotary Clubs of Kumasi and Kumasi East (District 9102).



A scoping visit took place during September/October 2014 during which over twenty enterprises were interviewed and assessed. The majority of these enterprises were pre-identified by the Rotary Club of Kumasi East. Sixteen of these enterprises were found to be suitable for inclusion in the project.

The scoping visit was also used to consolidate working relationships with the local Rotary Clubs and make logistical preparations (accommodation, transport and meeting rooms) in advance of the VTT visit.

The Businesses

- * **Bottled and sachet water producer**
- * **Electrical installation services with retail outlet**
- * **Pharmaceutical/medical equipment supplier**
- * **Terazzo and quarry products**
- * **Grocery retail outlet**
- * **Pharmacy/health shop**
- * **Dealers in Ghanaian native clothing**
- * **Telapia farming (fish farm)**
- * **Detergents/general cosmetics producer**
- * **Poultry farmer**
- * **Cosmetologists (hairdressing/beauty salons)**
- * **Manufacture/install aluminium window frames**
- * **Blacksmith**
- * **Shoemaker/Sandalmaker**
- * **Vocational Training Centre (Community)**
- * **Charity—providing library facilities to schools**

The Skills Required

Identified from SWOT Analysis

- * Business planning
- * Financial management
- * Sales & marketing
- * Organisation development
- * Sources of finance
- * Information technology

How the Project will Operate

Each team member will be the main mentor to one or more enterprises. The mentors will be responsible for ensuring that each enterprise receives the full range of support required, drawing on the skills of the other team members as appropriate.

This will be achieved on a one-to-one support basis or by group sessions where common themes can be developed. Additionally, a series of seminars/workshops will be developed and delivered to the wider business community in Kumasi..

Successful applicants will be expected to establish contact with their mentees prior to the visit and prepare relevant materials in advance for use during the visit including materials for the seminar/workshop sessions.

Timing of the Visit

The visit will take place in October 2015 (departing 2nd and returning 30th). The full duration of the visit will be 4 weeks although applicants can commit for shorter periods (2 or 3 weeks). Prospective team members must indicate both the length of trip commitment and their available dates during October.

The Visit

The accommodation will be in a charity run house. This charity is accustomed to housing western volunteers and receives in excess of 200 people each year. There will be 8 bedrooms, showers and western style toilets. Breakfast, lunch and dinner will be provided in the house. Two minibuses will be available for our use to travel to the businesses locations and to the Golden Tulip Hotel, where we will have meeting rooms at our disposal.

Weekends will be free and excursions can be organised, as required, by the charity management. The costs of such excursions will not be part of the Project costs and will be for the participants own account.