

Council of International Programs U.S.A

Development of a Community Work and Life Center at Addis Ababa University - U.S.

Training Program –

U.S. Department of State, Bureau of Educational and Cultural Affairs

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Phase Report

The following report will address Phase 4 of the Community Work and Life Center Project (CWLC) in Addis Ababa, Ethiopia. Previously completed and reported Phases 1 through 3 has resulted in the physical creation of the CWLC, including staffing, marketing and IT components. Phase 3, **Physical Creation of the Community Work and Life Center**, began in August 2005, when the 8 member Ethiopian team visited the U.S. for training and observational internships. Action planning objectives formulated during the final week of the U.S. based training, formed the basis for Phase 4 activities. The attached *Progress Report*, distributed by the CWLC staff in November 2005, sets forth the exceptional accomplishments of the team to date. Despite significant challenges, including the closure of the University until December due to a terrifying period of civil unrest, the Ethiopian team, Advisory Group and CWLC have worked tirelessly to provide the highest quality services to AAU students. A total of 43 students were served at the CWLC from August - November 2005. As the CWLC Progress Report outlines, Phase 3 & 4 objectives are complete and the Center is fully operational.

Pursuant to the goals and objectives set forth in the Community Work and Life Center project description, the following report of program activities is provided:

Phase 4: Center Opens with the primary goal of serving the target population and establishing goals for the first year of operations. U.S.- based professionals travel to Ethiopia to conduct follow-on training in Addis Ababa.

Objective: Meetings with staff and stakeholders continue to occur regularly to assess center progress and effectiveness:

The CWLC Board of Directors, which consists of all members of the initial advisory group, meets monthly (see attached meeting minutes page 26). During the visit of the American team in December, the Advisory Group also met on number separate occasions to discuss project status and implementation, areas of mutual concern, and future planning with their American colleagues. In addition, all members of the teams, including Ethiopian Board, CWLC staff and the entire American team, are copied on all email correspondence. Communications about all aspects of the partnership take place on a daily basis.

Objective: Staff and Stakeholders set goals for first year:

As indicated in the attached progress report from CWLC, all of the first year goals have been achieved. Services were provided to students and even during the period that the University was

temporarily closed. In addition, CWLC assisted a number of students and local NGOs in matching students with internship placements. A *Student Life Skills and Career Survey* was developed to acquire baseline information about the career needs of students. Following feedback from the survey, three focus group discussions with undergraduate students helped CWLC staff and advisors to clarify student needs. An additional survey directed to employers, served to assess prospective employer needs related to the employment of new graduates. Information gathered from these various surveys was collected and entered into a database for analysis and broad distribution and to guide future programming efforts, (see attached ICI Progress Report page).

Marketing objectives are also now complete: the CWLC website is now available to the public at cwlc@aau.edu.et. The department's brochure is completed, distributed and attached to this report on page 20 .

Objective: *U.S. based professionals conduct a one-week follow-on project at AAU:*

The American team traveled to Addis Ababa from December 9, 2005 until December 16, 2005. The Ethiopian advisory group specifically requested the three trainers, who had provided training to the visiting Ethiopian professionals in the U.S. in August, due to the high quality and relevance of the their presentations. The three-day workshop training was based upon the current needs and expressed interests of the Ethiopian team. Two full days of the workshop focused on career development and one full day addressed HIV/AIDS prevention and considerations in the workplace In addition to the workshop sessions, trouble-shooting, operations, marketing to the community and sustainability of the CWLC were also topics discussed between the partners. Biographic sketches of each workshop presenter and their training schedules are attached. Just over 50 attendees participated in each workshop. Attendees represented multiple community sectors including academic, NGO and government.

Objective: *Evaluations are created and used to assess progress form customers:*

Evaluations submitted by Workshop presenters are attached at page 98. Although all attendees at the three-day workshops filled out evaluation forms, I have failed at my repeated attempts to obtain a summary of the completed customer evaluations. I hope to still receive this important information and will forward to the State Department as soon as possible.

Objective: *Assemble a how-to video about the creation of the Work and Life Center other academic institutions to use in Africa:*

A video describing the CWLC is now available for distribution and replication.

Next Steps:

The final phase of the CWLC project will be the Job Fair scheduled for late spring or early summer. Over 200 employers and participants will be invited. Arrangements are now underway for this first of its kind event to take place in or around Addis Ababa University. Three

American team members will travel to Addis Ababa to assist with the Job Fair and to perform final evaluations.

Attachments:

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ICT Progress Report	page 17
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