

Membership Application

WorldSkills Africa

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1 WorldSkills Africa Concept

1.1 Background

In February 2019, the African Union (AU) and WorldSkills International (WSI) signed a Memorandum of Understanding (MoU) to lay the foundation for the official creation of WorldSkills Africa (WSAfrica). WSAfrica represents a regional platform that is placed under the African Union Development agency (AUDA-NEPAD) of the African Union. The team behind WSAfrica is tasked to manage, implement and promote skills development and capacity building related programs as well as regional skills competitions.

This follows the decision of the 4th Specialized Technical Committee (STC) of the AU on Education, Science, Technology and Innovation, which called for the revamp of Technical and Vocational Education and Training (TVET) systems on the continent to boost employability, inclusiveness, competitiveness and socio-economic growth through:

- Modernization of TVET and skills development qualification framework nationally and regionally
- Strengthening industry-recognized certifications and licensing

1.2 Purpose

“Harnessing the power of skills for Africa’s development”

The objective of WSAfrica will therefore be to support AU Member States strengthen the alignment between skills development and industry through exchange of best practice, benchmarking and peer learning. WSAfrica will put a spotlight on the need to enhance employment prospects for young people throughout Africa and show that skills are important to push economic growth on the continent. Through participation in regional competitions, Member States will build the competencies needed to effectively engage and benefit from African Continental Free Trade Area (AfCFTA) and industrialisation drive.

The AU has adopted 2024 as the Year of Transforming Education and Skilling, signalling the need to re-think and do things differently in response to the learning and skilling crisis that have caused many young African youth to remain in under-employment, unemployment and unable to thrive.

1.3 Establishment of WorldSkills Africa at AUDA-NEPAD

WSAfrica’s initial setup (incubation phase) consists of a secretariat under AUDA-NEPAD, which will exist to create coordination and coherence for AU Member countries to become proactive agents for skills development by joining WSAfrica as Members. WSAfrica will be used as a vehicle to link the importance of skills development in accordance with the potential demand for skills needed to perpetuate the development of free trade movement in Africa. WSAfrica will be a tool and platform to advance the African Union’s Agenda 2063 effectively and efficiently through change of best practices, knowledge sharing, advanced advocacy, benchmarking and nurturing skills excellence. The AUDA-NEPAD intend to draw on its mandate to support Member countries efforts to unlock transformation and enable systemic changes in TVET policy.

The incubation phase of WSAfrica is between 2024 to 2027 under AUDA-NEPAD. From 2027, it is expected that WSAfrica will be a separate legal non-profit organization, that has a legal status in one of the AU Member States. WSAfrica will then have an adjusted governance setup that will fit the nature of the organization and purpose.

1.4 WorldSkills Africa membership development

The purpose of this document is to assist the AU Member States to understand the role of Members in the WSAfrica structure and to support the development of such a membership framework for the WSAfrica regional organization.

1.5 WorldSkills Africa Members

WSAfrica will follow the same framework as that of WorldSkills International in being a membership association open to all AU Member States (except for countries that are sanctioned by the AU) who through membership will collectively own the organization and all its assets of brand, intellectual-property, etc.

It will be the WorldSkills Africa interim Steering Task Team and Secretariat's responsibility, in collaboration with Members, partners, and other stakeholders, to develop, expand, guide, and protect the whole movement on behalf of its Members. During the incubation period, the official documents of WorldSkills Africa (i.e. Constitution, Standing Orders, Competition Rules, and Code of Ethics and Conduct) will be further developed by the Steering Task Team and adopted at the first WorldSkills Africa General Assembly.

Members of both WSAfrica and WSI are agencies or bodies with responsibility for promoting vocational education and training in their respective countries/regions. Members can be a Ministry, an agency within a Ministry, a Chamber or an NGO established with the purpose of being a Member organization.

However, an NGO must provide evidence of the support of the key stakeholders of that country/region's training system (e.g. government body in charge of vocational education and training, education providers, industry). Only one representative body per country/region will be recognized as a Member across the AU network of Member States, so it is essential that the WSAfrica membership criteria is consistent across the continent. A Member of WSAfrica can also choose to belong to WSI but only the same Member organization will be recognized by WSI.

During the incubation stage of WSAfrica under AUDA-NEPAD (between 2024 to 2027) a "start-up" membership fee of USD 5,000 is required for AU Member States who want to join the movement as WSAfrica Member in 2024. Admission fee is not required during 2024 until the amount can be deliberated and decided by the WSAfrica governing bodies. There will be USD 1,000 increase in annual membership fee in each of the following years till 2027 for existing and new Members who will join WSAfrica between 2025 and 2027 (i.e. annual membership of USD 6,000 in 2025, USD 7,000 in 2026, and USD 8,000 in 2027).

The WSAfrica Members who join WSAfrica during the incubation period have equal membership status and right – to vote and voice their ideas to shape the development of WSAfrica.

Once WSAfrica has become a legal non-profit organization with a solid membership base, WSAfrica will offer two (2) types of membership to align with the structure of WSI:

- Member (Full): Criteria and fees will be deliberated and decided by WSAfrica governing bodies.
- Associate Member: Criteria and fees will be deliberated and decided by the WSAfrica governing bodies.

1.6 Governing bodies

WSAfrica, as a legal non-profit organization, will have the General Assembly and the WSAfrica Board as governing bodies. The General Assembly meeting is hosted by the Competition Organizer during a competition year and by a Member organization in a non-competition year. The General Assembly is the highest authority.

The General Assembly consists of the Official Delegates and Technical Delegates representing the Members of WSAfrica.

Each Member (Full) has one vote to be cast by one of the Delegates. The delegates also represent their Member at the two Standing Committees, the Official Delegate at the Strategy Forum and the Technical Delegate in the Competitions Committee.

2 Values of WorldSkills Africa

2.1 Our Purpose

Harness the power of skills for Africa's development.

2.2 Our Mission

Being the regional hub for empowering member states' own effort to strengthen the alignment between skills development and industry through exchange of best practice, benchmarking, and peer learning.

2.3 Our Impact

WorldSkills Africa serves to create a paradigm shift in the perceptions of Technical and Vocational Education and Training (TVET) and to drive innovation for skills development on the continent.

- We accelerate skill-based growth for employability and prospect for youth
- We enable skills driven sustainable development socially, economically, and environmentally
- We influence effective systemic changes in government, education, and industry

2.4 WorldSkills Africa Secretariat

The WSAfrica Secretariat will undertake the followings as its core work packages:

- Overseeing and quality assuring regional skills competition
- Developing, facilitating, and managing programmes for capacity building of Experts and supporting WSAfrica Members to strengthen their TVET systems

WorldSkills Africa Competition: Working with the Competition Organizer, the WSAfrica Secretariat will provide advocacy and support for the biennial regional skills competition. Skills competitions are an opportunity for young people to showcase their skills, get exposure to the world of work and the latest technologies of industry while industry is seeking to showcase its own new technologies and create better linkages with the TVET institutions that are training up the future workforce.

Capacity Building Programme: The WSAfrica Secretariat will work with WSAfrica Members to avail capacity building of Experts by creating sustainable processes and management to run capacity

building programmes. This will entail creating and expanding country level Expert pools, identifying potential and training partners as well as rallying existing capacity building partners from WorldSkills network and private sector.

2.5 Why Should AU Member States join WorldSkills Africa?

WorldSkills Africa's value proposition lies in its unique focus on capacity building for trainers and peer learning among Members to revolutionize the TVET landscape in Africa and change the perception of TVET. It provides Members and industry unparalleled opportunities for skill enhancement, youth empowerment, and sustainable development that is African owned and African led. By joining WSAfrica, stakeholders gain access to a platform of innovation, best practices, and collaborative learning through capacity building programmes of trainers, ensuring they are at the forefront of skills development and educational excellence in Africa, and build progressive plans for achieving global standards.

2.6 WorldSkills Africa value propositions and benefits

- Support advocacy to promote TVET as a pathway for economic prospect, improved productivity, and competitiveness.
- Access to knowledge on TVET transformation in Africa.
- Facilitate the development and alignment of regional standards to the WorldSkills Occupational Standards through benchmarking and peer exchange.
- Opportunities for private sector collaboration on skills development in Africa.
- Capacity building for trainers by continental and global Experts.
- Opportunities for young people to be exposed to the world of work on the continental and global levels.
- Access to a continental platform for education and training, showcasing skills excellence, competition, and career development.
- Professional development for young people through WorldSkills Africa Champions Trust.
- Facilitate the portability of skills within Africa as integral to the thrust for regional integration.
- Support the promotion of women and marginalized persons in skills development.
- Strengthen skills development systems through exchange of best practises and innovative knowledge products such as evidence-based tools and policy recommendations.

3 WorldSkills Africa Membership Criteria

3.1 Criteria During Incubation Period

During the incubation period all African countries interested in joining the WSAfrica movement in 2024 will be granted this opportunity on an equal footing by paying the initial member fee of USD5,000 and committing to the annual membership increase thereafter as indicated in paragraph 1.5 of this document. Members joining later than the 2024 period will be subjected to the joining fee applicable to their year of membership as set out in paragraph 1.5.

On seeking membership during the incubation period (2024 to 2027), all African countries will follow the criteria below for scrutiny by WSAfrica in consultation with WSI.

3.2 Criteria

A potential Member organization is required to submit their application for approval by WSAfrica. The application must include the following documents:

1. Member organization description (**Member Application A**):
 - Extensive information on the States vocational education and training system.
 - Full and detailed description of the position of the Member organization within the States Vocational Education and Training system.
 - Full and detailed description of the organization's activities and responsibilities.
 - Full and detailed description of who is responsible for which areas/ departments and who is authorized for which actions. A detailed organizational chart is recommended to be added to this document.
 - Full and detailed description of the organization's financial management.
2. An official letter from the relevant ministry, on official letterhead signed by the Minister, confirming their support for the agency or body as the official Member of WorldSkills Africa (**Member Application B**).
3. The names, positions, full contact details, and relevant experience of the proposed Official and Technical Delegates (**Member Application C**).
4. Letter of agreement signed by the Member organization Director or CEO confirming (**Member Application D**):
 - Guaranteed payment of Member Admission fee (if applicable) and subsequent yearly Member fees.
 - Acceptance of the requirement to host a formal membership orientation visit and to complete the mandatory training for new Members and new Delegates.
 - Acceptance of the requirement to adopt the WorldSkills brand by creating "WorldSkills XX" (where XX is the applicant Member's country/region) upon approval of Membership. This organization will become the Member organization to WorldSkills, incorporating all the key stakeholders of VET in the State.
 - The "WorldSkills XX" is the requirement to register the WorldSkills trademark in the applicant country/region and agree that the registration ownership is only valid while being the Member for WorldSkills Africa. Furthermore, if membership is given to another organization, then registration must be transferred to that organization upon request by WorldSkills Africa.
 - Acceptance of any costs related to developing the customized WorldSkills XX brand book developed in conjunction with the WorldSkills Africa Secretariat.

5. Signed copies indicating acceptance of the Competition Rules and the roles and responsibilities of the Official Delegate and Technical Delegate **(Member Application E)**.
6. Details of the country/region flag to be used at WorldSkills Africa events and on the WorldSkills Africa website **(Member Application F)**.

Potential Member organizations are provided with sample documents to assist with the application process (see included) and are mentored by the WSAfrica Member Support and Development team.

4 Member Application

The following attached documents are examples of the six (6) procedures described above for applicants to follow for completion on their own official letterheads.

WorldSkills Africa
Address 1
Address 2
Address 3
Country

Membership application A

Dear

General Provisions

Official name
Short name
Name in English
Registered seat
Premises/ address
Founder/creator
Date of creation
Supervisory authority
Invoices address

Extensive information on the VET system

Extensive information on the country/region's vocational education and training system.
Full and detailed description of the position of your organization within your country/region's Vocational Education and Training system.

Activities of the organization

Full and detailed description of the organization's activities and responsibilities.

Operation of the organisation

Full and detailed description of who is responsible for which areas/ departments and who is authorized for which actions. A detailed organizational chart is recommended to be added to this document.

Financial management of the organisation

Full and detailed description of the organization's financial management

Other

Any other information that is relevant to your application.

Yours sincerely

INSERT SIGNATURE

Name
Position

dd.mm.yy

WorldSkills Africa
Address 1
Address 2
Address 3
Country

Membership application B

Dear

The Ministry of [name of the responsible Ministry], as the Ministry responsible for VET within [Country], gives its full support to the application - [name of the organization] - to represent [State/region] as an/ a [Associate/ Full] Member of WorldSkills Africa.

If you have any further questions, please do not hesitate to contact us.

Yours Sincerely

Name
Minister

| | |
|---|--|
| Name former Delegate (if applicable) | Finish Date: |
| Future engagement of former Delegate | Remove from Member organization staff list: Y <input type="checkbox"/> N <input type="checkbox"/> Continue to receive newsletter and updates from WSAfrica: Y <input type="checkbox"/> N <input type="checkbox"/> If yes please provide email address for future correspondence: |
| Please list relevant experience on a national, regional and/ or international level, and specify any previous experience at, WSAfrica, regional organizations (e.g., WorldSkills Namibia), regional competitions, or TVET sector. | |

dd.mm.yy

WorldSkills Africa

Address 1

Address 2

Address 3

Country

Membership application D

Dear

Please find enclosed our application to become a Member of WorldSkills Africa. We have included all required documents in accordance with the <WorldSkills Africa Membership Application>.

We hereby:

- confirm support for the stated mission of WorldSkills Africa and adherence to governance structure outlining the responsibilities of membership as per <WorldSkills Africa Membership Application>,
- officially guarantee the payment of the membership fee within four weeks after receipt of the written acceptance of our application,
- commit to working with WorldSkills Africa on receiving a formal membership orientation and an official training programme for the Official Delegate and Technical Delegate,
- Acceptance of the requirement to host a formal membership orientation visit and to complete the mandatory training for new Members and new Delegates.
- Acceptance of the requirement to adopt the WorldSkills brand by creating "WorldSkills XX" (where XX is the applicant Member's country/region) upon approval of Membership. This organization will become the Member organization to WorldSkills, incorporating all the key stakeholders of VET in the State.
- The "WorldSkills XX" is the requirement to register the WorldSkills trademark in the applicant country/region and agree that the registration ownership is only valid while being the Member for WorldSkills Africa. Furthermore, if membership is given to another organization, then registration must be transferred to that organization upon request by WorldSkills Africa.
- Acceptance of any costs related to developing the customized WorldSkills XX brand book developed in conjunction with the WorldSkills Africa Secretariat.

To process the invoice for the membership fee, here is the information you require:

- Organization <Name of Organization to invoice>
- Address <full address of organization>
- Reference <Purchase order or reference number if required>
- Recipients <Name and email address of person/s to send invoice to>

If you have any further questions, please do not hesitate to contact us.

Yours sincerely

INSERT SIGNATURE

Name
Position

dd.mm.yy

WorldSkills Africa

Address 1

Address 2

Address 3

Country

Membership application E

Dear

We hereby confirm acceptance and understanding of the Competition Rules along with the roles and responsibilities of Official Delegate and Technical Delegate.

Copy of Competition Rules cover included in the pack, signed as indicated.



dd.mm.yy

WorldSkills Africa

Address 1

Address 2

Address 3

Country

Membership application F

Dear

Please find below the details of (State/region) flag to be used at WorldSkills Africa events and on the WorldSkills Africa website:

(for example: South African Flag)



Flag dimensions:

Width to height ration of the flag is 5 : 3

The red and blue bands are one third of the height of the flag

The arms of the Y meet exactly in the middle of the flag

The white and gold stripes are one fifth of the width of the red and blue bands

INSERT SIGNATURE

Name

Position