

Council of International Programs USA

Training for a Changing World



2012 Short-Term Exchange Program (STEP) Non-Profit Management Series

The Council of International Programs USA (CIPUSA) has announced the Short-Term Exchange Program (STEP) Non-Profit Management (NPM) Series for 2012. One-week programs in Nonprofit Management **Fundraising** and Nonprofit Management **Volunteerism** will be held at the Cleveland OH headquarters of CIPUSA. An additional program in the Nonprofit Management series titled **Refugee Services** will be held in Columbus, OH. Dates for the one-week programs are as follows:

July 21 - July 27, 2012

July 28 - August 3, 2012

August 4 - August 10, 2011

FUNDRAISING

VOLUNTEERISM

REFUGEE SERVICES

Program Specifics:

As a participant of this program you will receive:

- Airport pick-up and drop-off.
- An orientation to the U.S. and a tour of the city.
- Site visits based on your professional area of expertise.
- Lodging provided through living with a home hospitality host.
- A chance to interact and dialogue with your U.S. counterparts both professionally and informally.
- Free time to participate in leisure activities.
- Program completion certificate.
- A once in a lifetime opportunity.

Program Benefits: This program benefits international professionals by providing:

- Unique look at how U.S. non-profit organizations are organized and operated
- Site visits to leading U.S. non-profit organizations
- Flexibility to combine leisure activities with professional growth activities
- A network of new professional colleagues and friends
- One of a kind cross-cultural experience

Living Accommodations:

CIPUSA will provide accommodations with a home hospitality host. Each individual has his/her own bedroom, a shared bathroom and will be provided a continental breakfast. Participants will be responsible for their own lunches and dinners. Depending on the interests of the host family the participant may participate in host family activities.

Program Descriptions:

The STEP NPM FUNDRAISING Program

July 21-July 27, 2011 – Cleveland, Ohio

Topics will include:

- Large, Medium, and Small Nonprofit Organization Fundraising
- Virtual Fundraising
- Special Event Fundraising
- Obtaining Foundation Grants
- Attracting long-term Donors

The STEP NPM VOLUNTEERISM Program

July 28-August 3, 2011 – Cleveland, Ohio

Topics will include:

- How to recruit volunteers
- How to manage volunteers
- Motivating volunteers
- Retaining volunteers
- Rewarding volunteers
- Tapping into the skills of volunteers

The STEP NPM REFUGEE SERVICES Programs

August 4 – August 10, 2011 – Columbus, Ohio

Topics will include:

- Integration of Refugees into the mainstream
- Refugee Support Services
- How to obtain resources and additional funding
- Mentoring for immigrants and refugees upon arrival
- How to integrate and preserve your culture at the same time

Program Hosts: The Council of International Programs USA (CIPUSA) has provided training programs since 1956. CIPUSA has trained nearly 15,000 alumni from 147 countries. CIPUSA has 8 affiliate offices across the United States. CIPUSA will facilitate your program while you are in Cleveland, Ohio and be responsible for all program elements. Our organization is comprised of highly educated, well-traveled individuals who have an appreciation for cultural understanding.

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+Program Fees:

STEP Non-Profit Management Fundraising	\$750
STEP Non-Profit Management Volunteerism	\$750
STEP Non-Profit Management Refugee Services	\$750
Registration for two programs	\$1250
Registration for all three programs	\$1750

Fees include transportation to and from the airport, home hospitality stay, breakfast, a one-day cultural activity excursion, and the 5-day program.

Participant requirements: Possess a valid passport and can obtain a US tourist visa
Have 3 years of professional/volunteer experience (must be 21 years old)
Good ability to understand English

Deadlines: Applications must be received by **June 1st, 2012**

Questions: Email CIPUSA at info@cipusa.org

The STEP Non-Profit Management Series is available on a customized basis for groups. Contact the Council of International Programs USA at 216.566.1088 or email info@cipusa.org for further details.

+CIPUSA has the right to cancel a program no later than one month before the start of the program.