

IPPAM MEMBERSHIP GUIDELINES

S/N	MEMBERSHIP CATEGORY	BACKGROUND/DESCRIPTION	ELIGIBILITY REQUIREMENTS & CONDITIONS	PRIVILEGES & BENEFITS
1.	INTERN	<p>This category is specifically, available to undergraduate and postgraduate students who are interested in enhancing learning/exposure, achieve outreach and to engage and interact with the wider public policy community or to gain industry work-experience in public policy scholarship, research and practice.</p>	<p>Postgraduates (in special cases, undergraduates) with confirmation of studentship or graduation from relevant university or tertiary institution with little or no job experience but demonstrate interest.</p> <p>To retain internship status, a person must meet stipulated satisfactory level of participation in IPPAM activities, meetings, programmes, etc.</p> <p>Required documents</p> <ul style="list-style-type: none"> • Curriculum Vitae. • Letter of Application/Expression of Interest (guidelines/template to be prepared and provided). • Valid identification – Two ID Cards, one from your school and a national ID e.g. Drivers Licence, National ID etc. • One passport photograph. • Three References - one of whom should be the applicant's supervisor or Head of Department <p>Only successful applicants who pass the screening exercise will be admitted.</p>	<ul style="list-style-type: none"> • Access to Professional Development and Self-Improvement Opportunities • Use of IPPAM literature, data bank, policy documents repository and educational resources • Participation in IPPAM Conferences, Seminars, Workshops, Roundtables and related events • Have access to up-to-date information on best policy knowledge and practices • Can reference/cite IPPAM as institution that offered work-experience • Can do research or studies at IPPAM or affiliate institutions, organisations and agencies
2.	AFFILIATE	<p>This category is available to early-stage career managers/officers who desire to have an institutional affiliation with which to interact and increase engagement with the wider public policy community and to seek self-improvement, personal growth/effectiveness and professional networking with peers, superiors and stakeholders in public policy scholarship, research and practice.</p> <p>Applicants might be required to write a proficiency test or pass through an interview process or both.</p>	<ul style="list-style-type: none"> • Degree, diploma or equivalent comparable qualification from a recognised local or international higher educational institution. • He or she must be currently employed and in early stage of career in public or private sector. • Employed in Public / Private Sector/Non-Governmental Organisations at the position of first line manager, Supervisor, Junior manager or equivalent position. • Academics/lecturers from the rank of Graduate Assistant through Lecturer II. • Persons who are already IPPAM Interns but since becoming affiliate, has acquired additional 	<ul style="list-style-type: none"> • Participation in professional development, career growth and self-improvement opportunities/activities • Use of IPPAM literature, data bank, policy documents repository and educational resources • Use of the title – A.IPPAM (Affiliate of IPPAM) – after his/her name • Can reference/cite IPPAM as a platform/affiliate institution

		<p>Apart from the general rules, accommodation would be given to case-specific approaches for individuals who though meet the requirement for the affiliate category, seeks opportunity to learn and build their capacity/skills in public policy analysis. This category of people would be treated as interns, such that depending on applicants' interest, IPPAM would provide an institutional platform for learning.</p> <p>This category is distinct from the intern category given that it offers greater access to IPPAM resources than an intern would benefit.</p>	<p>qualification and experience sufficient for Affiliate category.</p> <p>To retain status as IPPAM Affiliate, a person must meet stipulated satisfactory level of participation in IPPAM activities, meetings, programmes, etc.</p> <p>Required documents</p> <ul style="list-style-type: none"> • Curriculum Vitae. • Letter of Application/Expression of Interest (guidelines/template to be prepared and provided). • 3 references, one of which must either be applicant's HOD, direct supervisory officer, or somebody of remarkable social status who can vouch of his/her credibility, integrity and learning capability. • For a self-employed person, a notary public or affidavit from a court of competent jurisdiction could be useful as reference. • Two valid identification – one from institution of affiliation (Employment Id) and a National ID (e.g. National Id, Driving Licence or International Passport). • One passport photograph. • When an applicant is being introduced to the institute by an existing member, such a member could function as a referee. <p>Only successful applicants who pass the screening exercise will be admitted.</p>	<ul style="list-style-type: none"> • Access to public policy mentorship facilities and opportunities at IPPAM
3.	MEMBER	<p>This category is open to persons employed in Public / Private Sector/Non-Governmental Organisations who are at least in the middle-stage of career as middle-level manager, programme officer, etc. as well as academics from Lecturer 1 & above.</p> <p>Two categories of member category are envisaged; these include:</p>	<ul style="list-style-type: none"> • Bachelors or HND in Social Sciences such as Economics, Agricultural Economics, Political Science, Public Administration, Sociology and other related discipline, from a recognised tertiary institution • Persons who are from other academic disciplines/backgrounds but have interest in public policy and need a platform for further development. 	<ul style="list-style-type: none"> • Access to use IPPAM as research partner/base institution for national and/or international research and public policy • Participation for professional development and self-improvement opportunities/activities. • Use of IPPAM literature, data bank, policy documents repository and educational resources

		<p>a). Member by direct qualification</p> <p>b). Member through progression from Intern or Affiliate to Member.</p>	<ul style="list-style-type: none"> • Persons who are already Affiliates to IPPAM but have since becoming affiliate, has acquired additional qualification and experience sufficient for Member category. <p>To retain IPPAM Member status, a person must meet stipulated satisfactory level of participation in IPPAM activities, meetings, programmes, etc.</p> <p>Required documents</p> <ul style="list-style-type: none"> • Curriculum Vitae. • A Letter of Application/Expression of Interest. • Two Valid means of identification (One from applicant's employer/institution of affiliation and a National Id (e.g. National Id, Driving Licence or International Passport). • One passport photograph. • 3 Letters of references with at least one from applicant's supervisory manager or direct superior in the office, HOD or supervisor. • For a self-employed person, a notary public or affidavit from a court of competent jurisdiction could serve as a useful reference. <p>Only successful applicants who pass the screening exercise will be admitted.</p>	<ul style="list-style-type: none"> • Use of the title – M.IPPAM (Member of IPPAM) – after his/her name. • Can reference/cite IPPAM as an institution affiliated with. • Opportunity to mentor public policy Interns and Affiliates • Access to use IPPAM as research partner/base institution for national and/or international research on public policy
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4.	FELLOW	<p>The Fellow category is Honorary in nature and shall be awarded occasionally, may be on an annual basis, solely based on invitation. This category is reserved for distinguished personalities adjudged to have impacted significantly on the public policy space in Nigeria and Africa, through authorship, practice and/or advocacy. S/he must have made significant impact in (any) policy matters, and /or contributed to the IPPAM and its objectives.</p> <p>Fellow category could also be extended to people who have made remarkable contributions towards actualization of the mission and vision of the Institute.</p>	<p>Qualification for the Fellow category will be based on nomination, assessment/screening, selection and award.</p> <p>The individual must pass through the following processes:</p> <ul style="list-style-type: none"> • Call for nominations from Affiliates and Members. • Assessment/selection by a 3-man screening panel. • Confirmation by IPPAM Governing Council. • Awardees must accept to deliver and sponsor an inaugural/commemorative speech/lecture/paper bordering on a topical public policy issue. 	<ul style="list-style-type: none"> • Can use the title – F.IPPAM (Fellow of IPPAM) after his/her name. • Facilitated participation in IPPAM Conferences, Seminars, Workshops, Roundtables, etc. • At award ceremony, the honoree/awardee must give a self-sponsored inaugural/commemorative speech/lecture/paper bordering on a topical public policy issue
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REVOCATION OF MEMBERSHIP

IPPAM reserves the right to withdraw the membership status of any person if he/she is adjudged to have committed acts injurious to the corporate image of IPPAM.