

Jeanne Sauvé Career Development Program Frequently Asked Questions

Who participates in the program?

Six participants are selected each year. The departments of Canadian Heritage and Innovation, Science and Economic Development (ISED) as well as the CRTC choose their own candidate. Private sector candidates apply to Women in Communications and Technology (WCT), and are selected by a judging committee.

What is the structure of the program?

Orientation process: Participants have an opportunity to meet one another during multiple pre-orientation teleconferences. These preliminary meetings offer participants a chance to get to know one another, develop shared objectives, and to make initial plans for the year.

Structure and duration: Participants will identify a two-week period during which they will undertake in-depth meetings at the Departments of Canadian Heritage and ISED as well as at the CRTC, and with related stakeholders. Participants collaborate to develop the program, and the government department or agency leads on the preparation for meetings with their organization. Participation in the program should be treated as an opportunity to explore key issues in communications policy and regulation, the decision-making process, and interaction between government and industry. Participants are encouraged to be creative in getting the maximum benefit from the program.

Content: The program consists of briefings with policy and industry leaders on issues within the jurisdiction of the Departments of Canadian Heritage and ISED, as well as the CRTC. Optional meetings with industry partners, central agencies, associations and non-governmental organizations provide a perspective on current issues through multiple lenses. Most briefings are very interactive, with time for plenty of questions and answers on key communications-related topics, as well as on leadership and decision-making with trailblazers in a range of fields. There is significant room to determine the program content based on the particular needs and interests of the participants. Participants are not required to undertake projects within the organizations hosting them.

Location: All meetings will take place either in Gatineau, Quebec or Ottawa, Ontario, unless the group decides to allocate time to travel to Toronto or Montreal.

Dates: Dates for the program are determined by the participants, to best balance other family and professional commitments. Given the challenges in balancing the schedules of six busy women, it is not advisable to change the dates after-the-fact unless absolutely necessary.

Finally, the success of each program year is largely based on the effort and initiative contributed by the participants.

What is the agenda for the program?

Participants organize a series of meetings with key decision makers representing Canadian Heritage, ISED and the CRTC, and potentially with industry organizations and key corporate partners. Participants have found it useful to identify their individual and group objectives, and to share them with people with whom they are meeting. In doing so, it helps to prioritize meetings and visits.

Do I need my management's support?

Your manager's and upper management's support is key to making this program a success for you.

How are costs covered?

Participants, or their organizations, are responsible for all costs, including travel to Ottawa/Gatineau, accommodation, and per-diem.

Will I need to do my day job while I am participating in the program?

The program is an intense, full-time program and there is a lot of information to learn and assimilate. Participants will be unable to carry out their regular responsibilities while participating in the program. It is more advantageous for you and the other participants to have a further discussion of the information or issues as you progress through the program. These discussions are invaluable and it is where the true convergence of understanding arises. However, it is sometimes unavoidable to be totally disengaged from your office. Hence, it is advisable to plan flexibility for the day job while you are participating in the program.

How is the agenda put together?

Participants develop the agenda collaboratively. The participants from each of Canadian Heritage, ISED and the CRTC will make recommendations with regard to their respective organization. Participants have the opportunity to define their own priorities, and to organize meetings according to their objectives. Participation in this program opens many doors, and participants should be encouraged to be creative in identifying people with whom they would like to meet, in order to make the most of their rotations. The host makes all the appointments with each organization with whom the group will meet to confirm the agenda. All members of the group benefit from active involvement in helping the host develop the agenda for each rotation.

Discussion of the agenda should occur soon after you have received the award to participate in the program. As the participants will likely have different backgrounds and experiences, developing a group objective would help focus the discussions for the agenda.

How do I go about making appointments?

As you prepare to organize your meetings, it should be noted that there may be some organizations that are not familiar with the Jeanne Sauvé Career Development Program and its objectives. The host can prepare briefing notes to explain the program and its objectives. Some organizations and speakers have been found to be most effective when provided with some sample questions in advance. In addition, some organizations may request biographies of the participants.

What is my role as an industry participant in setting the agenda of the program?

As an industry participant, you will contribute ideas and suggestions to the group to help form the agenda, and help to organize meetings with key partners.