

# AFRICAN DIASPORA ASSOCIATION OF THE MARITIMES

3200 Kempt Road, Suite 202, Halifax, NS, B3K 4X1, (902) 404-3670, [www.adamns.ca](http://www.adamns.ca)



*UNITED WE STAND IN DIVERSITY, DEMOCRACY, PROSPERITY AND PEACE*

## **Our Vision**

ADAM envisions a society in which all individuals, including those of African descent, have equitable opportunities to realize their full potentials, and to participate meaningfully in the building of the Maritime Provinces.

## **Board of Directors' Annual Business Report for 2012**

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## **The Chair's Report for 2012**

### **INTRODUCTION**

It is with absolute delight that I present this report for the year **2012**. You will see from the staff reports that our two main programs have stayed strong this past year in spite of the staff transitions we have undergone. I am ecstatic with developments. Before I get there however, I want to share something else with you. After our **AGM** last year, I went on to preach the final farewell service for our **Lieutenant Governor Her Honor Mayann E. Francis**. It was a great honor. This **March** is winding up with contacts at the **Premier's office** serving on one of the **African Nova Scotia Think Tanks** working in search of solutions to particular issues facing black communities. I have been able to add **ADAM** to the mix, resulting in a growing relationship with various government offices. I believe it is necessary to build a strong **ADVOCACY and SERVICE DELIVERY** organization for our people that is well recognized by government. Bless the Lord who has given strength for this honorable work we do together. But I want to say that the greatest excitement for me comes from seeing the impact **ADAM** is making in people's lives.

An African young mother was stranded after a few months in Canada and ended up in a shelter for the homeless and four children to look after in Africa. **ADAM** took up her cause, got her into school and made sure she got her visa papers. She is now a thriving university student hoping to get her children soon. Another young mother with just over a year in the province was lonely along with her one year old daughter. Then she heard about the **ADAM end of year Gala** and she begged to be picked up. Yes you saw her daughter leave the seats and join the children performing on stage. Neither the mother nor the child is lonely any more. These are among numerous examples of the impact **ADAM** has. Still, there is more work to do. **A Somalian mother of three young teenagers asked me if we will have Summer programs for all her children this year**. I said not yet, but the good news is this. We will soon be able to. We just have to remain focused and stay in the right group. Here are the groups.

### **LIGHT-HEARTED POINTED HUMOR**

**Group one** consists of those who **MAKE** things happen. **Group two** is made up of those who **WATCH** what happens. **Group three** consists of those who **CRITICISE** what happens. The final group is made up of those who **WONDER** what happened. I am excited to be part of a Board working hard to make things happen. The quality of programming, the variety and depth all point to the solid work of the **ADAM** Board and staff. I want to thank you all sincerely as we prepare for the important time of reviewing our work and developing new plans with the community.

### **THE BOARD OF DIRECTORS**

Now that I have you in a good mood, I would like to introduce the Board of Directors. There is yours truly for at least another year. The original plan was to give ADAM three years and re-establish a firm foundation. I am glad we have done that. Our hard working Vice Chair, Mr. Imhokhai Ogah, a newly accepted medical student at Dalhousie is doing excellent work as he prepares to take over the role of chair next year. Ms. Mana Gebreyohanes is the secretary. Other members include Ms. Felicia Yeboah, Elsiya Lukonde, Miriam Mutale Simmonds, Kiprotich Arap Ruto, Dolly Williams, and outgoing member Delali Motey. This has been a hard working team. These men and women carry a lot of weight on your behalf and go to great lengths to do everything right. This team is constantly looking for the best way to keep ADAM running and delivering high quality programs. The Board needs a new Treasurer today, and at least two other board members. There is a lot more to be done and we will get to such things as apprenticeship programs of different kinds to run alongside the mentorship. We continue to take advantage of all networking opportunities that come our way. These include churches, Pier 21, Health Department, Africa Night, AIDS COALITION, Partners for Human Rights, Multi-Cultural Festival and Y.M.C Toronto and now the Premier's office.

## **BUILDING COMMUNITY**

Although we have specific programming in Settlement and Cultural Sensitization, a major emphasis of our Association Executive is community building. In the words of one of our members all the way from **Cape Breton Shindouk**, "through **ADAM**, **Afric is here.**" Because Africa is here, children have identity and adults have camaraderie and we all have community. This sense of Africa gives something of the familiarity of the homeland and helps preserve some the cultural forms we want our children to grasp.

We are building community with our soccer programs. **Soccafrique and Soccachique** bring over twenty African men and women together every week in winter and over fifty people in the Summer time. The huge following our teams enjoy has brought soccer in Nova Scotia to a new level. Referees want to officiate our games because they have atmosphere. Other teams are encouraging their people to come out and so our presence has made a powerful difference on the Nova Scotia soccer scene. No other African activity brings that many Continental African people together on a weekly basis. Among the special highlights this past year was an opportunity to go watch the Canadian Women's Soccer team play China in Moncton. Now I know everyone is not a soccer player or fan like me and my family. Thankfully ADAM has a lot more than that. We sent fifty youth, fourteen years and under, to Ontario for only fifty dollars and received a group from Ontario for a week in Nova Scotia. ADAM is making many dreams come true.

Our women's conversation work is helping women learn to navigate the new territory that Canada is. We added a Bowl-a-Thon this Spring and are again offering the ever-popular Victoria Day BBQ at Rockingham Centre. I am pleased to announce the start of our newest initiative. It is a program for seniors focusing on positive aging. This program will enable us

learn the struggles our seniors are facing and work towards some solutions. The new IWK grant will help support the **African Family Support Program** move the health dialogue, especially for our women and children, forward. There are many ways to give us community. Last year, a suggestion came to the AGM for a men's group. After a great start, the team folded up. We hope to see it rise again. But the end of year gala in partnership with the United Canadian African Women Association was a blast. Over two hundred people enjoyed an evening of fun, food and friendship.

### **IMPACT ON PEOPLE'S LIVES**

The most exciting thing about our work isn't the growing and impressive statistics. They will continue to grow. Our Association aims to touch people's lives in a real way. The words of one child after their return from Toronto sums up the impact point. "I have been in Canada for more than ten years. This was the best trip since arriving in Canada. Toronto is BIIIIIIIG. I want to live there." There, you can see ADAM was assisting to create dreams as well as make them come true. There are also the numerous accomplishments being achieved through the mentoring program. These connections between mentors and mentees in some situations have led to important developments. One mentor was able to give a school presentation at the school where her mentee is studying. Another mentee expects to land a job after graduation at the place where her mentor works. We are bringing high quality mentors from good organizations and showcasing the African talent.

### **PATHWAYS**

There are also countless people at various stages of settling who need the guidance of our office to move to the next stage. We are happy to play our part and then point them to the next phase. This past year, some have become nominees in the Provincial Nominee program while others received their Permanent Residency status this year. Some became Canadian citizens and I had the wonderful privilege to attend one session where five Africans two with strong ADAM connections received their citizenship. Meanwhile, many more African new comers continue to arrive. Way to go Africa, well done. As some of you may know now, people of African descent now make up over 31% of new comers to Nova Scotia. It means that many more people with African roots have "discovered" Nova Scotia. That makes our Association all the more important and needed. It is great also to have the recognition of our government.

### **JOB, JOBS, JOBS.**

When I became chair three years ago, we had no staff and no money. The challenges were many including the task of finding jobs for many African graduates still fighting for that first job. I am glad that ADAM began the year with two full time employees and two part timers. We will finish the year same way, even though the nationalities have changed. We started the year with four nationalities Caribbean, Sudan, Nigeria and Zambia. These jobs are positive indicators of good work being done at ADAM. We continue our vigorous work to increase the number of

jobs available in our office. Another part time job will be added starting April 1. This position will be responsible for adult literacy, positive aging and health conversations for young mothers. This year we also hope to have our first student summer jobs. The Board is happy to work on the job creation programs that are bringing good paying jobs to our community. The ADAM Hiring Committee is a very active impartial team and the choices they come up with represent the best from the crop of applicants. I want to commend the team for doing a good job all year long.

## **FUTURE DEVELOPMENT**

Although there are gaps in any service, make no mistake that the revamped ADAM has come a long way in three years. But we also know we have a long way to go. So on the 19-20<sup>th</sup> of April, we will be locked up in a “Papal Enclave” until white smoke goes out of the chimney. We will gather for Board development and strategic planning. We have already made good progress this year by adding good new board members but we also lost some. At this point I would like to thank Mr. Delali Motey for an outstanding job as Treasurer. He also introduced us to the professional auditing work that has really elevated the stature of ADAM. Well done and thank you Dela. But growing family responsibilities have necessitated a resignation from the board. The Board has asked Mr. Motey to run our payroll and accounting till a new contractor can be selected. The job is out for tender today and will be open for bids for ten days. We also thank Mr. Elsadig Abdullah who moved out of province during the year along with our Media Relations person Thelma Akwei and last but not least Miriam Odikapo. Even though he served for only six months, Mr. Ruto from Cape Breton was a wonderful addition. A man of great ideas and action, he also brought the house up during the end of year gala with a stirring performance during the African fashion show. Thank you, Ruto. We wish all these former board members great success in their new endeavors. We wish them all great success in the new provinces. It was a real delight to work with you. I enter my final year as chair with great expectation.

Humbly and sincerely submitted,



Rev Elias M. Mutale.

## **Program and Committee Reports**

### **Information and Referral Program (Settlement Services)**

This is the Partnership Intervention Program for the Integration and Retention of African Canadian Immigrants in Nova Scotia. This program has two major goals:

1. To make ADAM a welcoming centre for all immigrants of African descent.
2. To help improve the education and the standard of living for immigrants of African descent so that they can settle effectively in Nova Scotia and remain in the province.

The program funded by the Nova Scotia Office of Immigration was launched in October 2011. In the 2012-2013 fiscal years, the program initially termed 'Settlement Services Program' was renamed 'Information and Referral Program'. The new adjustments shifted the program's focus from direct service delivery of settlement services to referral and settlement support services. Through this program, African immigrants are referred and encouraged to use services and resources available to them in order to enhance their education, training, and career advancement. The program focuses on five major areas of integration i.e. awareness, cultural diversity and inclusion, assessment, pre-employment /skill enhancement, and case management

### **Program Participants**

Presently, the Information and Referral Program has 190 participants, who were referred to services relevant to their needs. Program participants were referred to and participated in internal ADAM Programs such as the Women's Health Conversation club, the Youth Mentorship/cultural sensitization program and the drivers training course. Most of our referrals were to external organizations and service providers in Nova Scotia. Major referrals were to:

- ISIS - for skill upgrade, resume and cover letter writing, English as a Second Language training (ESL), computer upgrades, business workshops etc.
- YMCA, Opportunity Place, Women's Employment Outreach and Job Junction - for employment related skills and job readiness
- Frontier College - for literacy programs and personal development workshops
- Capital Health/ IWK patients advocacy
- Imhotep Legacy Academy for Homework Support
- Canadian Museum of Immigration at Pier 21 for job placements and community connections

### **Lay Counseling**

Clients frequently receive counselling sessions on an as-needed basis. Most newcomers have the need to discuss personal difficulties and to figure out ways to deal with those issues within a

confidential environment. In exceptional circumstances, the program coordinator has visited the homes of isolated immigrants to create awareness about services, conduct client intake and assessment, and provide lay counselling.

### **Community News and Events**

All community events that address immigration, settlement, education, health and wellness issues are sent out by email to the client list or included in the monthly ADAM newsletter. In addition to this, weekly community updates including job advertisements and other opportunities are sent out by email to the ADAM mailing list and to all Information and Referral Program Participants. ADAM event posters are sent to partners and are posted on websites and boards of like-minded organizations such as ISIS, YMCA, Quinpool Learning Centre, and the Nova Scotia Status of Women. Through these frequent updates, program participants were notified and attended community events such as the annual Newcomers Welcome BBQ, Immigrant and WILLD Women Social Dance, ADAM and UACWA Christmas Gala, ADAM's Spring and Summer BBQ , the North Preston Day and the Multicultural Week at the Keshen Goodman Library.

### **Community Capacity Building**

ADAM staff is participating in the **Building Cultural Competency** Workshop organized by ISIS. This training provides necessary tools for working in a culturally diverse environment, in a culturally sensitive way. It also increase awareness about the diversity of settlement issues and needs within various newcomer populations.

The program staff is also participating in the Legal series workshop being offered by ISIS. The workshop addresses legal issues on different topics for new Canadian residents, as this resource is very important for client referrals and lay counselling

ADAM staff also actively volunteer in many community events for immigrants such as the Annual Newcomers Barbeque, SuperNova, the African Arts and Culture Festival, Keshen Goodman Library Multicultural Week and the annual Multicultural Health Fair.

### **Partnerships**

During the course of this fiscal year, staff continued to work on partnership building with like-minded organizations. The program Coordinator uses such opportunities to inform and educate other organizations on the components of the Information and Referral program and ADAM at large. Partnership creation has also been a major way of reaching and meeting the needs of those immigrants who are members, employees, volunteers or clients of such organizations. Some

major partnerships that are part of the program include: ISIS, Frontier College, Halifax Refugee Clinic, Multicultural Health Network, Keshen Goodman Library, and Imhotep Legacy Academy.

### **Programs Supported by ADAM**

- **Drivers Handbook Course** – In partnership with Frontier College, the driver's handbook course is designed to improve English Language skill development of participants while preparing them for the written part of their drivers test. The program is coordinated by the Information and Referral Program Coordinator and tutored by a qualified volunteer tutor from Frontier College.
- **Immigrant Women's Catering Group:** A group of women who prepare multicultural African food upon order and deliver it to customers. This group was formed to help promote such community businesses and continues to thrive.

### **Research**

With the help of Dalhousie University, the program coordinator conducted preliminary research on immigrants, job search/satisfaction and language skills. The results of this survey are being used by the organization as a spring board for further research to capture more quantitative and qualitative data on the realities of immigrants in the province of Nova Scotia.

### **Information and Referral Program Challenges**

Program staff continue to have difficulties locating and reaching out to some isolated immigrants in Nova Scotia. Because most of the African immigrants in this group have little or no contact with communities, it is very hard to contact them. Some may not be connected to the more traditional supportive institutions such as churches or adult schools. This group needs a lot of support and preparation before they are ready for referrals to the programs of other organizations. ADAM is on a constant look out for isolated immigrants through continuous networking and advocacy.

Another major challenge has been reaching out to African immigrants out of the HRM area. The program coordinator is making efforts to see how to bridge that by partnering with other navigators and organizations who work with immigrants outside HRM. Through this measure, African immigrants outside Halifax can become registered and benefit from the program and other ADAM services.

### **ADAM Office Management**

- **Staff Education and Professional Development:** Two Staff members are currently enrolled in a Proposal writing Course for Grants and Request For Proposals (RFPs) offered by the Black Business Initiative (BBI). With this training, the staff will effectively increase activities relating to the acquisition of grants/funds for growth of ADAM.

- **Volunteer Management:** Volunteering within ADAM is highly encouraged. The organization has worked with over 15 volunteers this fiscal year. Volunteers provide assistance in various areas including designs for publications, events and office maintenance. The ADAM volunteers have been instrumental in the success of community events and the office move in January 2013.

Mavis Suh

Information and Referral Program Coordinator

A handwritten signature in blue ink, appearing to read 'Mavis Suh', is written over a horizontal line. The signature is stylized and cursive.

## **Youth Mentorship, Cultural Sensitization & Soccer Program**

The Youth Mentorship, Cultural Sensitization & Soccer Program, in partnership with Citizen & Immigration Canada entered its second year of operation in March 2012 and will conclude March 2014. The program began in October 2011 and consists of three core components that aim to help the African Immigration community better integrate into the mainstream Canadian society. These components include:

- ❖ Youth Mentorship
- ❖ Cultural Sensitization Workshops
- ❖ Sporting Events

In its second year of operation the program has evolved to include an additional component, the ADAM Youth Exchange. This program has provided youth between the ages of 12-17 the opportunity to travel, develop leadership and fundraising skills, also building cultural awareness with different ethnic groups around Canada. This year's program highlights include the successful matching of 20 students and professionals in the ADAM Youth Mentorship Program; five cultural sensitization workshops exploring the uniqueness of African culture through dance, poetry and film; and weekly winter & summer soccer kick-a- round's which engaged the wider community.

### **ADAM Youth Mentorship & Exchange Program**

The ADAM Youth Mentorship Program held its 2011-2012 end-of-program evaluations in May 2012. During this closing workshop, participants were given the opportunity to share personal experiences and suggest areas in which the program can be further developed to better serve the needs of young African Immigrants in the Maritimes. As a part of the evaluation process, 1 hour exit interviews were conducted and an evaluation report was compiled and aided in the restructure of the program for 2012-2013, which commenced in November 2012.

This year's program was restructured to accommodate the recruitment of mentors and mentees, provided additional resources for mentee training and increase the flexible of the program for all participants. Program participants were recruited between September–October and matched with partners by early November 2012. All information regarding the program were made available to the community on the newly updated ADAM website, sent through email, and posted at community centres, university and school campuses.

Currently the ADAM Youth Mentorship Program 2012-2013 has,

- Successfully recruited, selected and matched 10 students from high school, universities, immigrant centres and community groups with 10 professionals from the community, government offices, universities and private companies within the HRM

- Hosted an orientation/meet & greet which allow participants to learn details of the program, meet their mentors/mentee and establish their expectations for their mentoring relationship
- Successfully completed the mid-point mark of the mentorship relationship

The program is schedule to official end April, with program evaluation taking place in May.

The ADAM Youth Exchange program in partnership with the YMCA and Exchange Canada twinned a group of 20 youth from Woodgreen Community Centre, “Rite of Passage” program in Toronto with 20 youth from the ADAM community here in Halifax. The ADAM Youth group members consisted of youth from both immigrant and African Nova Scotian backgrounds. In preparation for the exchange, the ADAM youth group participated in weekly meetings, held fundraising initiatives and aided in the planning of activities.

During the exchange period the youth from Toronto and Halifax engaged in cultural activities which explored the heritage of African Canadians and the cultural diversity of both Halifax & Toronto. Some of the activities included visiting the NS Royal Tattoo, whale watching, touring Historic Halifax, visiting Peggy’s Cove, the Maritime Museum, Africville, The Black Cultural Centre, the Underground Railroad in Toronto, Niagara Falls, Caribana and other cultural festivals. The youth also participated in media training and attended a career mentoring workshops with staff at KPMG firm while in Toronto.

Additional funding, donations and in-kind contributions were received by The Africentric Learning Insitution (ALI/CACE), The Office of African Nova Scotia Affairs (ANSA), the Nova Scotia International Tattoo and the Dartmouth Sportsplex.

### **ADAM Cultural Sensitization Workshops**

As of March 30<sup>th</sup> 2013, we have hosted and supported four cultural sensitization workshops in partnership with community organizations, government agencies and private institutions in the HRM and across Nova Scotia. These workshops included various art forms, such as poetry, dance, and film. All cultural sensitization workshops were open to the public, where the interest in African culture was expressed through the levels of workshop participants from diverse backgrounds.

The workshops were as followed:

- Workshop 1: “*Digby County, Welcome Heritage & Diversity Event*” held in Digby , NS in partnership with Digby County, Tri-Country Regional School Board and the Annapolis Digby Economic Development Agency. This workshop reached out to high school students and was designed to develop interest in cultural diversity and heritage.
- Wokshop 2: “*International Soccer Match*”, The International Soccer match held in Moncton allowed for youth and persons within the African Diaspora Community to travel to Moncton to watch an international soccer competition between Canada & China. This

experience brought together persons from diverse areas and backgrounds, as participants gained a rejuvenated appreciation for the game of soccer and shared in the cultural diversity which was present.

- Workshop 3: “*ADAM & UACWA Holiday Gala*”, held in December 2012 brought the Diaspora and larger Canadian community together for a celebration of African cultural heritage through dance, poetry, music and food. The keynote speaker for the event, Prof. Issac Seany addressed the uniqueness of African culture and its significance to the Diaspora movement. This event received positive reviews and had an attendance of over 200 persons.
- Workshop 4: “Diversity Spotlight, Throw Down Your Heart”, held at the Canadian Museum of Immigration at Pier 21 in partnership with the museum and Jazz East featured the film “Throw Your Heart Down”. This film explored the cultural significance of African musical instruments and its connection with the wider community. Filming was followed by a wine & cheese reception with performance by Kojo Band.

### **Community Cultural Support**

ADAM as an umbrella organization for immigrants of African descent has assisted other likeminded organizations such as the student-led associations, Saint Mary’s Caribbean Society, Dalhousie Caribbean Connections, Saint Mary’s & Dalhousie African Societies in supporting cultural initiatives. This year through the cultural sensitization component, ADAM has supported these groups in facilitating both Caribanza and African Night.

### **Soccer Program**

During the summer months, ADAM soccer teams Soccafrique and Soccachique compete in the provincial summer league in Halifax. During the winter months both teams continue with weekly soccer kick-a-round’s which also encouraged the participation and engagement of members for the larger Halifax community.

Report Written by:

Keira Carey, Youth Mentorship, Cultural & Soccer Program Project Coordinator.

## **Report from ADAM Secretary – Mana Gebreyohannes**

### **Board Meetings**

The secretary completed bookings and was responsible for correspondences in relation to Board meetings. At the Board meetings, accurate minutes were transcribed and maintained. Following meetings, minutes were distributed to Board members for review and approval. The meeting minutes along with any other pertinent ADAM records were updated and filed with the secretary.

### **Membership List**

Membership emailing list was reviewed and organized for efficient management. In conjunction with the Vice Chair, the secretary aims to complete a membership drive to add 200 community members to the membership list in 2003. In preparation for membership recruitment, the registration form and data collection method have recently been reviewed and updated.

### **Board Membership**

The secretary has been responsible for sending correspondence for Board member applications. Additional responsibilities in Board member recruitment included receiving and distributing applications to current Board members and continuing correspondence with applicants until selection process completion. All Board member information, updates and resignation records were filed and maintained by the secretary.

### **Hiring Committee**

The secretary was an active member of the Hiring Committee. Responsibilities on the committee included but were not limited to:

- a. Consultation in finalization of job posting
- b. Receiving and filing applications for ADAM positions
- c. Distributing applications to Hiring Committee members and assisting in interview selection process
- d. Corresponding with applicants as per committee decision
- e. Scheduling interviews with successful applicants for the committee
- f. Conducting interviews with Hiring Committee and communicating final decision to applicants

## **The ADAM Hiring Committee**

The ADAM Hiring Committee is a sub-committee within the ADAM board of directors that understands the organization's vision, as well as the mandates of positions that become available. The committee works efficiently to find the candidate who will best fit each position and be successful in their role.

The roles and expectations of the committee include publicizing the search, recruiting candidates, developing evaluation criteria, interviewing candidates and assisting in the final selection. Once a finalist has been selected, the Board of Directors undertakes complete reference checks, reviews the recommendations of the Hiring Committee. The committee then helps to create an attractive employment contract that both the candidate and organization can agree upon.

### **Members of the Hiring Committee**

The ADAM hiring committee consists of four members of the Board namely:

Esiya Lukonde

Imhokhai Ogah

Mana Gebreyohannes

Miriam Mutale

### **The Hiring process**

Once a need for a new position or a need to re-advertise an existing position has been determined, the hiring committee develops a job description. The position is then advertised through our community email and various job search websites.

Interested candidates are then selected from the pool of applicants and interviews are held. The interviews include all four members of the committee. Once a successful finalist has been selected the hiring committee then meets with the rest of the ADAM board to discuss the interview results.

Once a decision has been made, correspondence is sent to all candidates that were interviewed advising them of the outcome of their interview. Appropriate background checks and reference checks are then conducted for the finalist and a meeting is set up with the hiring committee to discuss the contract details.

### **Job Openings in 2012**

With the resignation of Huwaida mid-way into the fiscal year, the committee had to fill the vacant position of Information and Referral Services Coordinator immediately. Mavis Suh, a volunteer with ADAM was highly recommended by our staff and was given a 2-month temporary position, as the position needed to be filled immediately in order meet our program needs while we sought a longer-term replacement. Nova Scotia Office of Immigration (our funders for that position) was kept informed. During that time the job was advertised to the public. The response to the job posting was tremendous; we received responses not only from the members of the African immigrant community but from the African Nova Scotian community and other communities as well. After our selection process (four candidates

were interviewed, including Mavis Suh), the board employed Mavis Suh on a full-time annual contract basis and she currently holds this position.

As required, the committee advertised the Cultural Sensitization and Youth Mentorship position this March and will compile the results of that process in April.

ADAM currently has two full-time positions and two part-time contract positions. As ADAM continues to grow, we strive to be a major community employer.

Respectfully submitted by:

Esiya Lukonde

*Hiring Committee*

## **Audited Financial Statement**

Our audited financial statement for 2012 appears on the following 12 pages.

## **REQUEST FOR PROPOSALS**

### **Catering Services**

During the year 2013, various ADAM events will require Catering services. ADAM invites interested catering businesses and individuals within the African Diaspora community to send in their enquiries and/or proposal regarding meeting ADAM's catering needs.

### **Book-keeping and Payroll**

ADAM is currently looking for a company to handle our book-keeping and payroll needs. We invite businesses owned by members of our community to submit proposals and cost estimates for an organization of our size, with 2 full-time employees, 3-5 part-time or contract employees, 2 major streams of funding, and 3-5 other grants.



**AFRICAN DIASPORA ASSOCIATION  
OF THE MARITIMES (ADAM)  
3200 Kempt Road, Suite 202  
B3K 4X1, Halifax NS**

*United We Stand in Diversity, Democracy, Prosperity & Peace.*

**ADAM Membership Registration Form - 2013  
Annual Membership fee \$10**

**Personal Information**

<b>First Name:</b>	<b>Last Name:</b>
<b>Occupation:</b>	<b>Country of Origin:</b>
<b>Spouse's Information (if applicable)</b>	
<b>First Name:</b>	<b>Last Name:</b>
<b>Occupation:</b>	<b>Country of Origin:</b>

**Mailing Address**

<b>Street:</b>	<b>Apt:</b>
<b>City:</b>	<b>Province:</b>
	<b>Postal Code:</b>

**Contact Information**

<b>Phone Number(s)</b>		
<b>Home:</b>	<b>Office:</b>	<b>Cell:</b>
<b>Email:</b>		
		@

**I would be willing to volunteer in the following capacity (please check all that apply):**

- Working with Youth
- ADAM Community Events
- Fundraising Events
- Other \_\_\_\_\_
- Other \_\_\_\_\_

**STATEMENT OF DECLARATION**

I agree that the African Diaspora Association of the Maritimes (ADAM) has permission to use the information provided by me for programing and marketing purposes. I understand that ADAM will not sell my information to any third parties.

<b>Signature:</b>	<b>Date:</b>
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**AFRICAN DIASPORA ASSOCIATION  
OF THE MARITIMES (ADAM)**

3200 Kempt Road, Suite 202  
B3K 4X1, Halifax NS

*United We Stand in Diversity, Democracy, Prosperity & Peace.*

**ADAM Board of Directors Application/Nomination Form 2013**

Please circle the position (s) for which you are nominating or applying:

Chairman (occupied)	Vice Chairman (occupied)	Secretary (occupied)	Treasurer (vacant)
Media Relations Officer (vacant)	Board Member (occupied)	Board Member (occupied)	Board Member (occupied)
Board Member (vacant)	Board Member (vacant)	Board Member (vacant)	

**Candidate Information:**

First Name:		Last Name:	
Street:			Apt:
City:	Province:	Postal Code:	

**Candidate Contact:**

Home #:	Office #:	Cell #:
Email:		@

**Candidate Education/Employment:**

Education:
Current Employer:
Employment Position:

Please select all skills or experiences the candidate possesses:

- |  |   |
|--|---|
| <input type="checkbox"/> Finance, Accounting                           | <input type="checkbox"/> Management, Administration |
| <input type="checkbox"/> Grant/Proposal Writing                        | <input type="checkbox"/> Not-for-profit Experience  |
| <input type="checkbox"/> Fundraising & Special Events                  | <input type="checkbox"/> Contracts, Networking      |
| <input type="checkbox"/> Public Relations, Communications, Advertising | <input type="checkbox"/> Other                      |

**Please discuss your previous experience (if any) with ADAM:**

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**Please list all affiliations/organizations the candidate belongs to (e.g., membership, professional, civic):**

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**Candidate nominated and/or submitted by:**

<b>First Name:</b>	<b>Last Name:</b>
<b>Phone #:</b>	
<b>Email:</b>	@

**Has the nominee been informed of the nomination?**

- Yes
- No

**If "yes," would the nominee be willing to serve if elected?**

- Yes
- No

**Thank you for your interest and/or nomination!**

## **Acknowledgements**

First and foremost, thank you to the members of the Board of Directors (current and resigned) for the time, effort, commitment, money etc. that they gave to support ADAM. A lot of work has gone into bringing ADAM so pat everyone on the back to say well done!

Thank you to all our community pillars who supported ADAM through the downs and donated their time and money for a worthy cause.

Thank you to all our volunteers. We wouldn't be able to meet all the community demands without your freely given time and commitment.

Thank you to the ADAM staff for all the hard work. Your commitment, support, and positive energy in getting the work done is much appreciated.

Thank you to all the ADAM members and the community at large. We appreciate your commitment in paying your dues as that has helped ADAM meet some of its financial obligations.

Finally, we will like to say a big thank you to all our Funders and Partner Agencies for the financial support, encouragement, and belief in the work of ADAM. We appreciate the support that has gone into making this past year a very successful year for ADAM.

Remember:

***UNITED WE STAND IN DIVERSITY, DEMOCRACY, PROSPERITY AND PEACE!***