

ADMINISTRATIVE EXCHANGE PROGRAMME

Between the Republic of Ghana and the State of North Rhine-Westphalia (NRW), Germany June & November 2026

The Republic of Ghana and the Federal Republic of Germany have maintained long-standing bilateral relations across a wide range of socio-economic sectors. Within this broader relationship, the State of North Rhine-Westphalia (NRW) has actively engaged with Ghana through cooperation in areas such as health, education, renewable energy, sustainable agriculture, science and technology, and partnerships with several Ghanaian institutions.

In May 2016, Ghana and the State of North Rhine-Westphalia further enhanced their collaboration by renewing a Memorandum of Understanding (MoU). The MoU was signed during an official visit to Ghana by Mr. Franz-Josef Lersch-Mense, State Minister of North Rhine-Westphalia, with Hon. Hanna Serwaa Tetteh, Minister for Foreign Affairs of the Republic of Ghana, signing on behalf of Ghana.

One of the initiatives implemented under this renewed cooperation framework is the **Administrative Exchange Programme**, which promotes professional collaboration and knowledge exchange between public institutions in Ghana and North Rhine-Westphalia.

The programme enables public servants from both partners to gain insights into the daily professional activities of their counterparts, exchange policy approaches, and identify potential areas for future institutional collaboration and development initiatives.

The Government of North Rhine-Westphalia has designated **World University Service (WUS) Germany** as the implementing partner for the programme. In Ghana, coordination is facilitated by **Stodi Konsult Ghana**, with Saeed S. Billa serving as the consultant and national coordinator.

For the **June/November 2026 edition**, up to **ten Ghanaian public officials** are invited to express interest in participating in the programme. Selected participants will undertake a fully funded study visit to Germany in June 2026 and subsequently host their German counterparts in Accra in November 2026.

Programme Schedule

Phase 1 – Study Visit to Germany

7 – 17 June 2026

Düsseldorf and other institutions in North Rhine-Westphalia and possibly, Berlin

Phase 2 – Study Visit to Ghana

8 – 18 November 2026

Accra and relevant institutions

Participants will be paired in professional “**tandems**”, consisting of one Ghanaian official and one official from North Rhine-Westphalia working in related policy or administrative fields.

Eligibility Requirements

To qualify for the programme, applicants must:

1. Be a **public or civil servant of the Government of Ghana**.
2. Be available to participate in the study visit in **Germany from 7–17 June 2026**.
3. Be available to host their German tandem partner in **Accra from 8–18 November 2026**.
4. Have the approval of their institution to participate in both phases of the programme.
5. Demonstrate interest in **professional and intercultural exchange**.
6. Be willing to present their professional activities and administrative responsibilities to their German counterpart.
7. Develop a short **professional internship plan** outlining how they intend to engage with their tandem partner.
8. Be committed to maintaining long-term professional collaboration with their counterpart.
9. Submit at least **two written reports** on the exchanges and provide updates on any initiatives resulting from the programme.

Institutional Commitment

Participating institutions must also confirm that they will:

- Release the nominated officer to participate in both phases of the programme.
- Provide reasonable logistical support during the Ghana phase, including access to a vehicle and fuel for official engagements in Accra with the visiting German partner.

Benefits

Selected participants will receive:

- **Full coverage of international travel costs** to and from Düsseldorf, Germany.
- **Hotel accommodation and daily allowance for meals (lunch) during your stay in Germany.**

Please note: The programme **does not fund individual tandem activities or provide participants allowances**.

Application Process

Interested candidates should submit the following documents:

1. Letter of nomination from the Head of Institution
2. Curriculum Vitae (CV)
3. Short letter of motivation (maximum 250 words)
4. Brief concept note outlining the proposed area of collaboration with the exchange partner
5. Written confirmation from the institution supporting the applicant's participation (as outlined under eligibility conditions)

Applications should be submitted no later than:

Friday, 27 March 2026

Submit applications to:

info@stodikonsult.com

Copy: saebilla@yahoo.com

For further enquiries, please contact:

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Signed,

Saeed S. Billa

Managing Consultant

Stodi Konsult Ghana