

<https://www.osi-ngo.org/agir-vous-memes/article/difference-entre-partenaire-osi-coordonnateur-de-projet-responsable-de-programme>



Difference between Partner OSI / Project Coordinator / Program Manager

- Act Yourself -



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This table only addresses the differences between the statuses of Partner, Project Coordinator Educator, and Program Manager. It does not cover the number of days assigned to missions or the amounts of money paid for these missions, nor the job descriptions listing their tasks. The number of days assigned to missions and the amounts of money paid for them are addressed within the scope of the Letters of Mission and directly depend on the Cost Structures established for each project.

In the case of a Project Leader, if the total number of mission days, once all the cost structures of the projects for which he or she is responsible are added up, exceeds their availability, they must either become a Program Manager or delegate some of their projects to another Project Leader.

If a Project Leader approves points pertaining to the role of Program Manager, there is no intermediate status. They may choose to develop their capacity to reach the Program Manager status.

	Part ner	Educator Project Coordinator (Job Description) (Selection/Integration)	Program Manager (Job Description) (Selection/Integration)
For a specific job, all the checked elements have to be verified			
<u>St1</u>	X	X	X
Is in direct relation with the Management of the Operations of the Local Group	X	X	X
Apply the logo of OSI on all his actions realized with OSI or not realized with OSI (as partner)	X	X	X
Bring and Share the Participatory Research model of OSI	X	X	X
Strictly respects his duty of confidentiality, and does not implicate OSI or the managers of OSI, nor discard them, in case of concern, in the context of internal meetings as with external interlocutors	X	X	X
Activate without delay to OSI and the OSI Managers as soon as it is a problem to be solved or a negative point to change, in order all that does not suit him is modified or solved	X	X	X
When he/she imagines an explanation for a situation, he/she asks directly and immediately the question to the persons concerned, without waiting for the next meeting opportunity, nor does he diffuse his unverified hypotheses to other members before having asked the question to the person concerned	X	X	X
Acknowledge receipt of any e-mail titled «...» confirming the delay in which it will be treated, or treats it upon receipt	X	X	X
Invests a null investment time, as long as the Availability time is not reached	X		
Demonstrates Loyalty in Partnership	X		
Is not salaried by OSI or a COO of OSI	X		X
Puts priority on individual treatment of his development issues on his own time	X		
And also...			

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Partners can commit to some of the following points if they wish to increase their collaborative compatibility with the Educators Project Manager, the Program Managers and OSI			
Places their concerns at the service of the collective and prepares the sub-components of a problem to solve, in advance in order to propose a constructive exchange within the framework of the collaborative governance of the local group	X		
Can be salaried of a COO of OSI		X	
Demonstrates Loyalty in Business		X	X
Manage a Project outside a Program or inside an existing Program managed by a Program manager		X	X
<u>St2</u>		X	X
<u>Training EMERGENCE</u>		X	X
Invest an <u>Investment Time</u> inferior of 25% of the <u>Mission Time</u> as long as the <u>Availability Time</u> is not reached		X	
Take his responsibility to achieve and sign the partnerships of the project		X	X
Inform the members of OSI of his absences for holidays or travels, 3 weeks in advance		X	X
Use his own e-mail account for the developments of the project		X	
Answer the working e-mail at minimum one time per week, 42 weeks of the year		X	X
Contributes actively to the update and improvement of the tools and methodologies of the Reference Local Group		X	X
Brings and shares the OSI organizational model		X	X
Performs all tasks listed in the <u>Job Description</u> and in the <u>Task Cycle</u> of the Program Coordinator		X	X
Is present at exhibitions during their <u>Investment Time</u> as long as the <u>Mission Time</u> has not reached the <u>Availability Time</u>		X	X
Attends each year for the full duration of all Governance meetings of the Reference Local Group		X	X
Is a member of the Local Group		X	X
Has the right to vote in decisions of the Reference Local Group		X	X
And also...			
Partners and Educators Project Coordinators can commit to some of the following points if they wish to increase their collaborative compatibility with the Program Managers and OSI			
<u>Is capable of proposing real research within the Program's field</u>			X
<u>St3</u>			X
<u>PROG - Completed Initial Training for Program Manager roles</u>			X
Uses the OSI Program e-mail account for all project developments			X

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Replies to work emails at least twice a week, 42 weeks per year			X
Performs all tasks listed in the Job Description and in the Task Cycle of the Program Manager			X
Invests an Investment Time equal to or greater than 25% of the Mission Time , as long as the Availability Time is not reached			X
Attends all 6 days of the intercontinental GENEVA FORUM			X
Attends the pre-GENEVA FORUM briefing			X
Is a constituent member of OSI			X
Has the right to vote in the OSI International General Assembly			X