



## INVITATION

**WHO:** Experienced International Trade Experts  
**WHAT:** Focus Group to inform the International Trade Competency Standards  
**WHERE:** MONTREAL, QC  
**WHEN:** February 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>, 2015

*Be part of setting world-class industry standards and determining what it takes to outperform the competition.*

### **It's all about performance.**

Benchmarked against international standards and intended to be *forward looking*, competency standards are used by companies to manage HR activities such as writing job descriptions or training plans; by curriculum designers to build courses or assessment tools; and by individuals to chart career paths.

The national competency standards will be used by hundreds of stakeholders – individuals, businesses, institutions, credentialing bodies, governments and others – all aiming to raise the bar and help define job types and careers in international trade.

Properly skilled international trade professionals drive profits and contribute to the success of their companies. Our national competency standards will define the *best practice* skills and knowledge required of competent global trade workers.

### **Industry-led, Business-focused.**

Funded by the Government of Canada, the project is being driven by the Forum for International Trade Training (FITT), an industry-led not-for-profit organization dedicated to providing [international business training](#), resources and [elite professional international trade certification \(CITP®|FIBP®\)](#) to individuals and businesses.

### **We want top performers.**

An industry standard starts with hearing from industry experts. We are looking for industry professionals who work in a range of settings related to international trade, including private and public sector, education - and other areas.

This project is seeking qualified international trade practitioners with a minimum of three years of practical experience and a strong knowledge-base in international business.

Consultations will start in September and continue through April 2015. Foreign participants are welcomed to attend sessions but will need to cover costs to arrive in Canada.

### **An engaging experience.**

You have been selected to participate via a direct consultation, two-day focus group to inform and validate content. Project costs are covered, including travel costs for individuals attending focus group sessions in Canada. Participants' time and possible use of meeting space is recognized as an in-kind contribution to the project. In addition, you will be recognized in the final product as a contributor to the project.

### **How to participate.**

This is a wonderful professional development opportunity during which you can share your knowledge and experience as an industry professional, demonstrate leadership, network with others from across the country, and represent your business.

You will be reviewing drafted competency standards for the different functional areas related to international trade. You will also be sharing your ideas and expertise with other professionals to help ensure the competencies are relevant and accurate within the field.

**Please RSVP via email to [connie@fitt.ca](mailto:connie@fitt.ca) to confirm your interest and availability.**

### **NOTE:**

**Space is limited and this focus group is expected to fill quickly. In order to secure your seat at the table, please reply at your earliest convenience. In the event that the focus group has been filled, there will be other opportunities to participate in the International Trade Competency Standards Project should you wish to do so.**