

# Training in effective development cooperation

First part – Description of contents of the training program

CABIS-IDA project

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First part – Description of contents of the training program



## Contact:

telephone: +421 – 33 – 59 39 445

address: Univerzitné námestie 1, 918 43 Trnava, Slovakia

e-mail: [cabis-ida.sk@truni.sk](mailto:cabis-ida.sk@truni.sk)

web: <http://cabis-ida.truni.sk/>



## About CABIS-IDA project

This document is part of the project CAPACITY BUILDING OF HUMAN RESOURCE FOR HEALTH IN SLOVAKIA FOR INTERNATIONAL DEVELOPMENT AID supported by European Commission through Lifelong learning programme (project number: 2010 – SK1 – LE005 – 01565).

The main aim of the project is to enhance human capacity building in Slovakia and broader region of eastern and southern Europe for work within projects of international development cooperation and humanitarian assistance.

# CONTENTS

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Introduction	3
1. Target group of the training program	4
2. General competencies of graduate of the training program	5
3. Structure of the training program	6
4. Core modules of the training program	9
4.1. Trends in development cooperation & humanitarian assistance	11
4.2. Cultural sensitivity in development work	14
4.3. Project management	17
4.4. Community development	20
5. Specialized modules of the training program	23
5.1. Particularities of work with vulnerable groups	24
5.2. Community health care	27
5.3. Public health with focus on environmental health issues	30
6. Cross-cutting issues in the training program	34
Conclusion	36

# INTRODUCTION

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Slovakia is increasingly involved in the activities of international development cooperation and humanitarian assistance. For this purpose the need of qualified people capable to work on such activities on professional level is increasing. It might be:

- people, who are deployed by development and humanitarian organization to the target countries,

*Deployment of competent person can significantly help successful implementation of the project. If the deployed person will not have required competencies, it might have negative impact on the project and also on the reputation of the deploying organization.*

- coordinators of the projects or people, who are involved in policy making in this field or influencing it here in Slovakia.

*People, who are working in this field in Slovakia, may influence many aspects of content of the projects / strategic documents, which are influencing implementation of the projects and creating conditions for this type of work.*

Because of this we think that systematic education of people working in this field is very important and requires increased attention. Our aspiration is to create pilot training program, which will cover important topics in this field and offer integrated view on issues of development cooperation and humanitarian assistance.

# 1. TARGET GROUP OF THE TRAINING PROGRAM

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This training program is focused on:

- *people working in non-governmental organizations dealing with development (and also humanitarian) issues and working or planning to work in countries with low or middle incomes.*

Training program is mostly focused on issues of development cooperation, but in spite of that the issues of humanitarian assistance are also present in the program, because these two issues are very often closely related and interlocked. For that reason are on numerous places in this document mentioned in brackets humanitarian issues and also humanitarian worker.

## 2. GENERAL COMPETENCIES OF GRADUATE OF THE TRAINING PROGRAM

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The aim of the training program is to prepare development and humanitarian workers to perform their tasks on a professional basis.

Graduate of the training program should have following competencies:

be an advisor and/or when needed a leader, contributing to the management of a project

contributes to local capacity development and knowledge transfer

works context sensibly in development and humanitarian work with a main focus on social and health related issues

works as a professional and communicate effectively in an intercultural context

be a conflict sensitive in his/her work and respecting human rights

maintains a secure and healthy working and living environment and can take appropriate action when needed

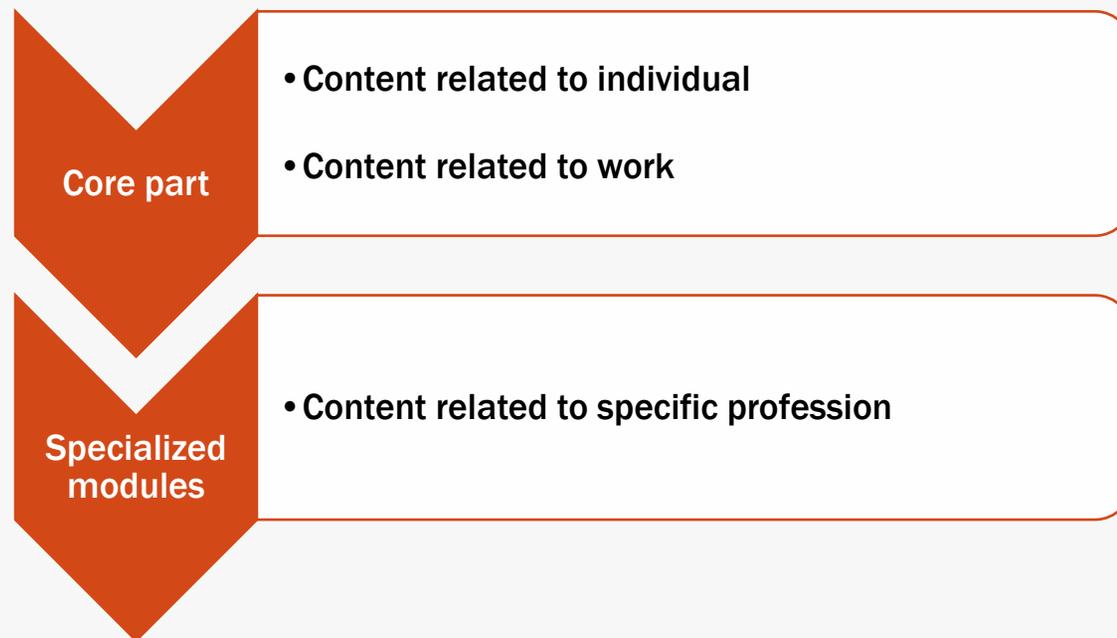
### 3. STRUCTURE OF THE TRAINING PROGRAM

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Training program is divided into:

- **core part** and
- **specialized modules.**

After finishing of general/core part of the training program could each participant choose from specialized modules focused on specific profession.



Core part consists of four modules on which are interlocked three specialized modules.

<b>CORE PART</b>			
<b>Module 1</b>	<b>Module 2</b>	<b>Module 3</b>	<b>Module 4</b>
<b>Trends in development cooperation &amp; humanitarian assistance</b>	<b>Cultural sensitivity in development work</b>	<b>Project management</b>	<b>Community development</b>



<b>SPECIALIZED MODULES</b>		
<b>Module 5</b>	<b>Module 6</b>	<b>Module 7</b>
<b>Particularities of work with vulnerable groups</b>	<b>Community health care</b>	<b>Public health with focus on environmental health issues</b>

In the next pages of this document each module will be introduced by short module description, which includes:

- ***Module title***
- ***Objectives***
- ***Duration***
- ***Contents***
- ***Matrix of relation between general competencies and module objectives***

## 4. CORE MODULES OF THE TRAINING PROGRAM

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The core modules of the training program focus on general issues in development and humanitarian work (*i.e. basic definitions, knowledge of international political and economic context, sensitivity and skills needed for work in different cultural context, skills in community work on grassroots, ability to manage projects*). Competencies, which the participants will gain, are crucial to perform their tasks on a professional basis.

### **First module - “Trends in development cooperation and humanitarian assistance”**

This module helps the participants improving their understanding of the concept of development cooperation and humanitarian assistance and the context in this it happens.

### **Second module - “Cultural sensitivity in development work”**

This module introduces the cultural diversity and provides possibility to reflect the own background and its influence on behavior (*e.g. communication, decision taking*) in different conditions. Increasing sensitivity on various elements in the environment like religion or conflict is also part of the module.

***Third module – “Project management”***

This module looks to the different aspects of project management including funding, particularities of stages of project cycle and tools which are suitable for purposes of development interventions.

***Fourth module – “Community development”***

This module points out the importance of grass-roots work with communities, their full involvement in development activities and the role of development worker within these initiatives.

These four core modules provide an overview of the fundamental concepts and principles of development cooperation and humanitarian assistance. Understanding and application of these concepts and principles will enable the participants to work as professionals in the field of development cooperation and humanitarian assistance regardless of their profession or specialization.

## 4.1. Trends in development cooperation & humanitarian assistance

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### Objectives

- To be able to understand and explain the context where development cooperation & humanitarian assistance is implemented
- To be able to apply the core principles to a given development or relief scenario
- To assess aid effectiveness and its practical impacts
- To be able to understand and explain the role of international, national, governmental, non-governmental and business actors in development cooperation & humanitarian assistance
- To understand the importance of human rights and gender equality and to apply their principles in various contexts

### Duration

- Contact hours: 40
- Self-study hours: 7

## Contents

- **Current status and discussion of global and Slovak development cooperation & humanitarian assistance**  
*(theoretical framework of development cooperation & humanitarian assistance)*
- **Principles of aid effectiveness & aid transparency, policies and their practical impacts**
- **Human rights approach in development**  
*(Millennium development goals, Human Rights, Gender)*
- **The role of international, national organizations/governmental and non-governmental organizations in development cooperation & humanitarian assistance**
- **Ethical dilemmas in development & humanitarian work**

**Matrix of relation between general competencies and module objectives**

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
<b>Module objectives</b>	To be able to understand and explain the context where development cooperation & humanitarian assistance is implemented		X			X	X
	To be able to apply the core principles to a given development or relief scenario	X	X	X	X	X	
	To assess aid effectiveness and its practical impacts	X		X	X	X	
	To be able to understand and explain the role of international, national, governmental, non-governmental and business actors in development cooperation & humanitarian assistance		X	X		X	
	To understand the importance of human rights and gender equality and to apply their principles in various contexts		X	X	X	X	

## 4.2. Cultural sensitivity in development work

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### Objectives

- To reflect the (participants) own cultural back-ground, attitudes, prejudices and preconceptions as a possible source of misunderstanding, conflict and personal dissatisfaction
- To improve sensitivity to communication differences in cross-cultural relations
- To show respect and tolerance to people with different religion and spirituality background
- To recognize different types of conflicts, its elements, characteristics, phases, manifestations and be able to conduct the conflict analysis in development work
- To identify the influence of personal behavior on security risks and recognize the ways of prevention and response

### Duration

- Contact hours: 48
- Self-study hours: 8

## Contents

- Cultural identity (*self-awareness, judgmentalism, ethnocentrism*)
- Stereotypes and Intercultural Incidents
- Norms of behavior, issues of conformity
- Intercultural communication
- Developmental model of intercultural sensitivity
- Development of cultural competence
- Introduction to world religions, Natural law & values, rituals and habits
- Interreligious dialogue
- Historical mistakes in mission & development
- Concepts of conflict (*elements, characteristics, phases, manifestations*), Conflict analysis
- Concepts of violence
- Development work and its possible impact on the conflict
- Do no harm approach
- Personal security  
(*Individual responsibility, Approaches to security, prevention and response*)
- Personal health

Matrix of relation between general competencies and module objectives

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
Module objectives	To reflect the participants own cultural back-ground, attitudes, prejudices and preconceptions as a possible source of misunderstanding, conflict and personal dissatisfaction					X	X
	To improve sensitivity to communication differences in cross-cultural relations			X	X	X	
	To show respect and tolerance to people with different religion and spirituality background			X	X	X	X
	To recognize different types of conflicts, its elements, characteristics, phases, manifestations and be able to conduct the conflict analysis in development work	X	X	X		X	X
	To identify the influence of personal behavior on security risks and recognize the ways of prevention and response			X		X	X

## 4.3. Project management

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### Objectives

- To understand what is a project, what is a project potential (what can a project be used for) and to understand project management principles
- To get acquainted with national and international funding schemes and their use
- To understand the various project proposal development skills and be able to develop a project proposal
- To understand and be able to apply project management tools and skills
- To understand and be able to apply monitoring and evaluation skills

### Duration

- Contact hours: 24
- Self-study hours: 4

## Contents

- Introduction to strategic planning
  - Need assessment - approach and delivery
  - Defining the objectives, processes, indicators
  - Project proposal development
  - Guidelines and models for project implementation: project cycle
  - Project management tools: Logic framework approach, tree analysis, participative methods
  - Financial management tools and budgeting
  - Project Monitoring, Impact assessment and Evaluation
  
- Introduction to fundraising
  - Funding opportunities: knowledge of donors, generating local funds, etc.
  - Fundraising at local, national and international level: Slovak Aid and European grant schemes
  
- Leadership for effective project management
  - Creating partnerships and finding project partners: Stakeholder analysis
  - Team work, motivation of team members
  - Various types of leadership in development work (*facilitator, communicator, motivator, commander, etc.*)

## Matrix of relation between general competencies and module objectives

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
Module objectives	To understand what is a project, what is a project potential (what can a project be used for) and to understand project management principles	X				X	
	To get acquainted with national and international funding schemes and their use		X		X		
	To understand the various project proposal development skills and be able to develop a project proposal					X	
	To understand and be able to apply project management tools and skills		X	X	X	X	
	To understand and be able to apply monitoring and evaluation skills		X	X	X	X	

## 4.4. Community development

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### Objectives

- To understand the importance of sustainable community development and to apply the principles of community development in various types of development interventions and strategies
- To understand the interrelated concepts of community development and human rights and to apply the most appropriate principles in practice
- To describe and discuss culturally diverse gender roles and ethical considerations in community development
- To describe the concept of good governance and how it relates with community development
- To display an ability to self-assess one's own role in community development practice

### Duration

- Contact hours: 24
- Self-study hours: 3

## Contents

- **Community development-Background**  
*(Concept, definition, meaning, necessity, history, human rights and CD; principles and objectives for active community involvement)*
- **Sustainable communities**  
*(Sustainable livelihoods approaches (SLA), Community-based Development (CBD) and Community-driven Development (CDD))*
- **The role of the CD Facilitator/ Worker**  
*(Self-reflective practice in CD work; methods and techniques used in facilitating community development)*
- **Cross-cultural issues**  
*(Inter-cultural & inter-gender perspective on practice exploring difference and diversity communication approaches related to CD in development cooperation and humanitarian assistance)*
- **Competencies of good governance in community development**  
*(Effective participation, multi-actor partnerships, transparency and accountability, access to knowledge, information and education, equity, sustainability, and attitudes and values that foster responsibility, solidarity and tolerance)*

**Matrix of relation between general competencies and module objectives**

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
Module objectives	To understand the importance of sustainable community development and to apply the principles of community development in various types of development interventions and strategies	X	X	X	X	X	
	To understand the interrelated concepts of community development and human rights and to apply the most appropriate principles in practice		X	X		X	
	To describe and discuss culturally diverse gender roles and ethical considerations in community development			X	X	X	
	To describe the concept of good governance and how it relates with community development	X		X		X	
	To display an ability to self-assess one's own role in community development practice			X		X	X

## 5. SPECIALIZED MODULES OF THE TRAINING PROGRAM

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Specialized modules of the training program focus on development cooperation and humanitarian assistance connected to specific profession.

*First specialized module – **“Particularities of work with vulnerable groups”***

This module is focusing on various vulnerable groups in low income countries, analyzing the causes of vulnerability and the possibilities of interventions.

*Second specialized module – **“Community health care”***

This module addresses the issues of health care on a community level with regard to improvement of maternal health, health care of children and people living with HIV/AIDS.

*Third specialized module – **“Public health with focus on environmental health issues”***

This module looks closer to determinants of health, environmental health, epidemiology and health systems.

These modules are optional. Each participant should follow at least one specialized module.

## 5.1. Particularities of work with vulnerable groups

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### Objectives

- To understand the nature and specifics of vulnerable marginalized groups
- To recognize key/appropriate strategies and programs and apply them into the work with vulnerable groups
- To reflect the integrated-perspectives approach in work with vulnerable groups
- To apply different techniques in work with vulnerable groups considering human rights approach

### Duration

- Contact hours: 24
- Self-study hours: 5

## Contents

- **Causes of vulnerability**  
(gender, tribe, age, disability, migration, stigma and discrimination)
- **Vulnerable groups & human rights**
- **Reasons of increased risk of vulnerable groups in low income countries – arguments for international intervention**
- **Selected groups**
  - **Migrants, refugees and internally displaced people**
  - **Ethnic minority groups**
  - **Victims of human trafficking**  
(*Sex workers, Child laborer, Child soldier, Child brides...*)
  - **Street children**
  - **Drugs users**
  - **Children living with HIV/AIDS**
- **The integrated-perspectives approach in work with vulnerable groups**

**Matrix of relation between general competencies and module objectives**

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
Module objectives	To understand the nature and specifics of vulnerable marginalized groups			X		X	
	To recognize key/appropriate strategies and programs and apply them into the work with vulnerable groups		X	X	X	X	
	To reflect the integrated-perspectives approach in work with vulnerable groups		X	X		X	
	To apply different techniques in work with vulnerable groups considering human rights approach	X	X	X	X	X	

## 5.2. Community health care

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### Objectives

- To describe factors affecting health care in specific circumstances
- To describe a sequential process for managing sick children at community of health post level
- To understand the concept of methods antenatal, perinatal and postnatal health care of women
- To recognize approaches to health care which support reduction in child mortality
- To understand comprehensive care for people with HIV/AIDS

### Duration

- Contact hours: 24
- Self-study hours: 3

## Contents

- **Factors influencing health care**  
*(socio-economic, geographical - urban / rural, gender, ethnical, age)*
- **Specifics topics of health care in the fields of:**
  - **Improvement of maternal health**
    - a. **Reproductive health**  
*(family planning, sexual transmitted diseases, female mutilation)*
    - b. **Comprehensive care of pregnant women**  
*(appropriate nutrition, symptoms of risk pregnancy)*
    - c. **Health care during childbirth**  
*(childbirths attended by skilled health personnel, benefit of delivery at hospital compare to home delivery, possible risks for woman and child)*
  - **Health care of children and reduction of children mortality**
    - a. **Causes of child mortality under 5 years of age**
    - b. **Immunization**
    - c. **Decreasing of famine and malnutrition** *(infant feeding using local sources)*
    - d. **Integrated management of childhood illness**
  - **Prevention and comprehensive care for people living with HIV/AIDS**
    - a. **Comprehensive correct knowledge of HIV/AIDS**
    - b. **Availability of treatment HIV/AIDS, HAART**
    - c. **Health care of people living with HIV/AIDS, home based care**

**Matrix of relation between general competencies and module objectives**

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
Module objectives	To describe factors affecting health care in specific circumstances		X		X	X	
	To describe a sequential process for managing sick children at community of health post level		X		X	X	
	To understand the concept of methods antenatal, perinatal and postnatal health care of women					X	
	To recognize approaches to health care which support reduction in child mortality	X	X	X	X	X	
	To understand comprehensive care for people with HIV/AIDS			X		X	X

## 5.3. Public health with focus on environmental health issues

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### Objectives

- To understand and analyze concepts of public health
- To identify and analyze determinants of health
- To identify and analyze concepts of environmental health and specific environmental health issues in low income country
- To understand the principles of epidemiology with focus on disease occurrence, dynamics and outcome
- To understand and analyze the principles of health systems and organization of health services

### Duration

- Contact hours: 24
- Self-study hours: 5

## Contents

- **Public Health – basic principles and concepts**
  - **Definition of public health**
  - **Scope of public health**
  - **Principles of public health**
  
- **Determinants of health**
  - **Concept and definition of determinants of health**
  - **Social and economic determinants of health**
  - **Environmental determinants of health**
  - **Behavioral and individual determinants of health**
  
- **Environmental health**
  - **Interaction of humans with the environment**
  - **Definition and principles of hygiene and sanitation with relation to health**
  - **Water and health**
  - **Indoor and ambient air pollution and health**
  - **Agricultural hazards for health**

- **Basics of epidemiology**
  - **Measures of disease occurrence and outcome**
  - **The epidemic process**
  - **Dynamics of the epidemic**
  
- **Health systems**
  - **Understanding the six building blocks of health systems**
  - **Using knowledge in the local context**

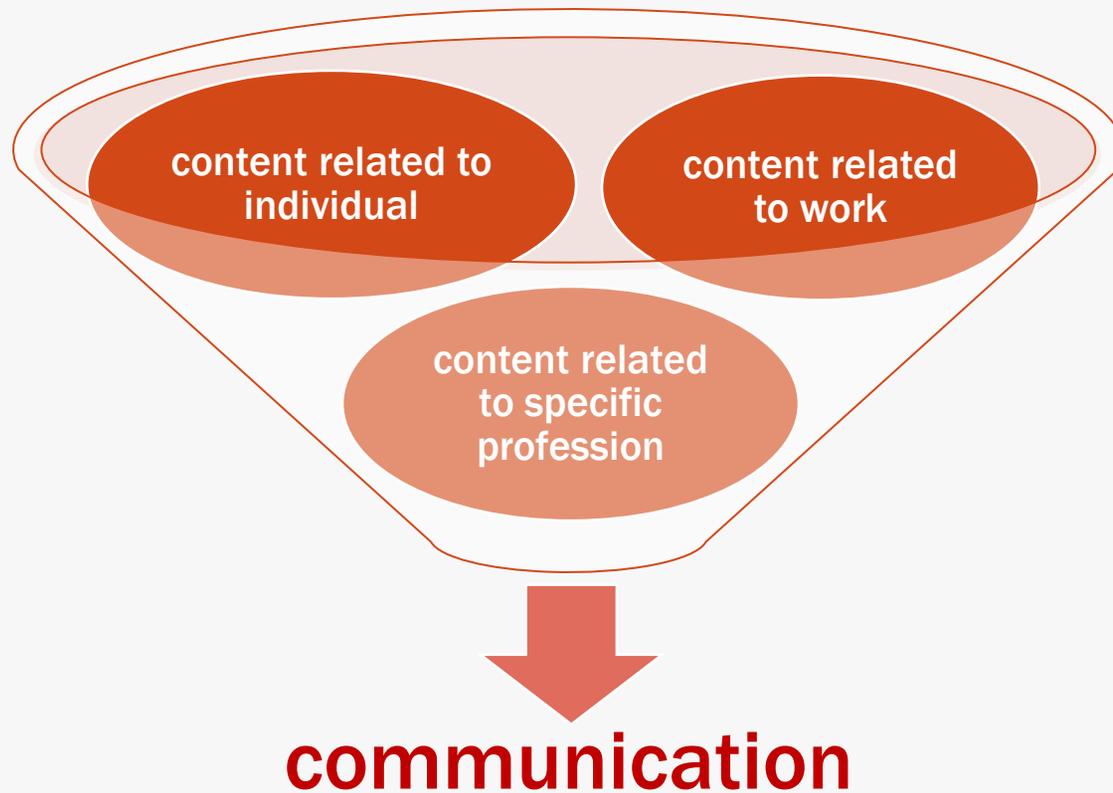
**Matrix of relation between general competencies and module objectives**

		General competencies					
		Be an advisor and/or when needed a leader, contributing to the management of a project	Contributes to local capacity development and knowledge transfer	Works context sensibly in development and humanitarian work with a main focus on social and health related issues	Works as a professional and communicates effectively in an intercultural context	Be conflict sensitive in his/her work and respecting human rights	Maintains a secure and healthy working and living environment and can take appropriate action when needed
Module objectives	To understand and analyze concepts of public health	X	X	X	X		
	To identify and analyze determinants of health	X	X	X	X		X
	To identify and analyze concepts of environmental health and specific environmental health issues in low income country	X	X	X			X
	To understand and the principles of epidemiology with focus on disease occurrence, dynamics and outcome	X	X	X	X		X
	To understand and analyze the principles of health systems and organization of health services	X	X	X	X	X	

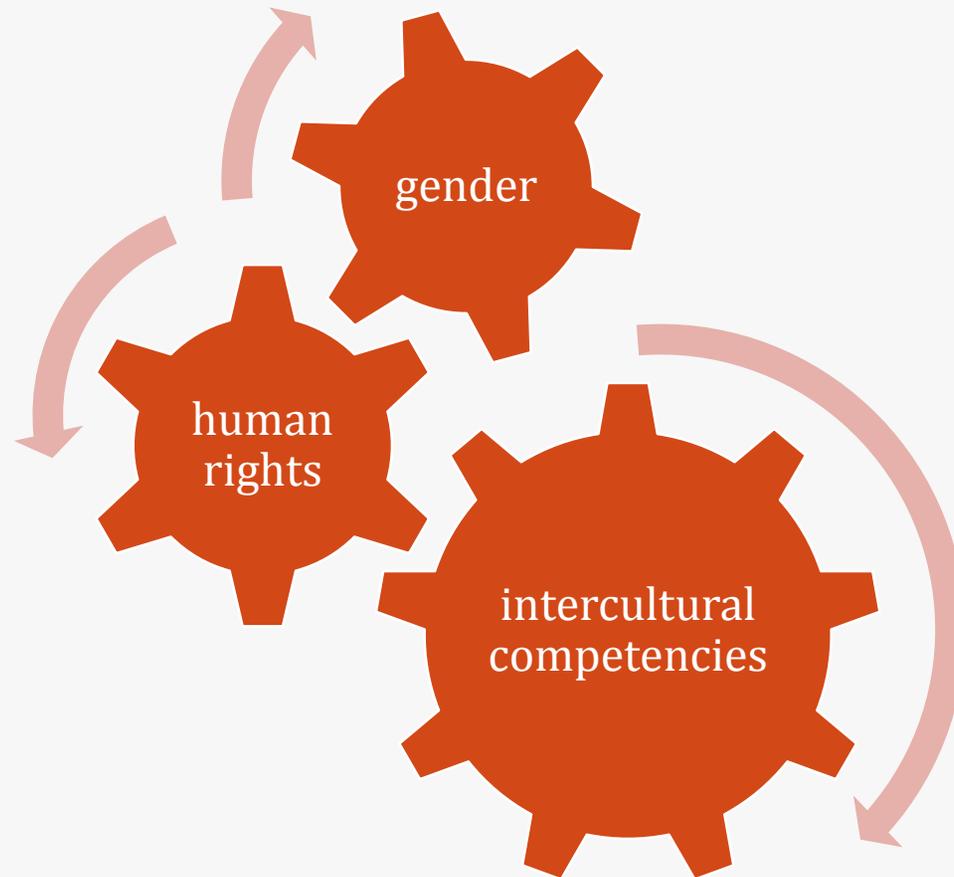
## 6. CROSS-CUTTING ISSUES IN THE TRAINING PROGRAM

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From all the issues, from which are the training program created, have communication specific position. There is no doubt that element of communication will be present in all the modules of the training program.



Issues, which should be for their importance integrated to all the modules of the training program together with communication, are several:



# CONCLUSION

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This document describes in six chapters the content of the training program. From the main aim of the whole training program through the target group, general competencies of the graduate to the structure, list of modules and cross-cutting issues of the training program. More detailed information was provided concerning the objectives, duration and contents of the modules and at the same time the connection between general competencies and module objectives was showed. This was a kind of true–false test, which gave us a better idea of implementing general competencies into the training program through module objectives.

Document was written by Juraj Jančovič on a basis of:

- outcomes of the project working group,
- discussions with partner organizations:
  - ✓ Royal Tropical Institute,
  - ✓ Horizont 3000.
- discussions with experts in the field of development cooperation and humanitarian assistance in Slovakia,
- outcomes from the project workshops.

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