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## LEARNING OFFER 2018

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### **ECC**

Environment  
and Climate  
Change

### **GOP**

Governance  
and Peace

### **KNL**

Knowledge and  
Learning

### **REC**

Rural  
Economy

### **SDE**

Skills  
Development  
and Education

### **WIN**

Water and  
Infrastructure

### **MORE**

Advocacy  
Capacity Development  
Gender and Social Equity  
Marketing & Communications



**HELVETAS**

Swiss Intercooperation

# ENVIRONMENT AND CLIMATE CHANGE

The Environment and Climate Change team has long-standing experience in providing trainings on climate change, adaptation to climate change, disaster risk management (DRM), relevant tools (e.g. CRISTAL, CEDRIG) and on participatory natural resources management. In collaboration with various partners, recently the team has developed and delivered interdisciplinary trainings on climate change and DRM, DRM and fragility and climate change and market systems development (MSD).

## Training on Assessing Climate Risks and Vulnerabilities in Market Systems

The recently developed guideline on assessing climate risks and vulnerabilities in market systems allows to analyse the vulnerabilities of value chains/subsectors to climate change and to identify possible adaptation and disaster risk management options to make value chains/subsectors climate resilient. It can also be applied during a project inception phase for identification and selection of the most resilient sub-sectors.

Target audience: HELVETAS staff and partner institutions, practitioners and staff of small-scale businesses  
 Date: 2018, specific date upon demand  
 Location: flexible, depending demand  
 Duration: training 2-3 days; accompanied application of the guideline 5 days  
 Format: face to face  
 Fees: depends on duration and programme, costs to be covered by the projects of the participants or country programme(s)  
 Language: English, French, Spanish, German

For further information please contact [nicole.clot@helvetas.org](mailto:nicole.clot@helvetas.org)

## Webinar on Disaster Risk Management (DRM) and Climate Change

Tailor-made training package consisting of workshop design (module topics, programme), module documentation (4-pager summary), interactive presentation of modules (webinar), design and facilitation of group works (instruction and feedback), overview of background material (key literature, movies, context related case studies) Options for adjustment: Face-to-face training, including field visits; include aspects of natural resource management and/or emergency response. A reference pilot webinar was conducted in 2016 for the team of HELVETAS Swiss Intercooperation Afghanistan. The training material is accessible online: [https://afghanistan.HELNETAS.org/en/publications/training\\_modules/](https://afghanistan.HELNETAS.org/en/publications/training_modules/)

Target audience: HELVETAS staff and partner institutions in partner countries  
 Date: 2018, specific date upon demand  
 Location: flexible, depending demand  
 Duration: approx. 5 days  
 Format: webinar with online facilitation (optional face to face or blended learning)  
 Fees: cost to be covered by the projects of the participants or country programme(s)  
 Language: English, French, Spanish

For further information please contact: [eveline.studer@helvetas.org](mailto:eveline.studer@helvetas.org) and [nicole.clot@helvetas.org](mailto:nicole.clot@helvetas.org)

## Learning events on Disaster Risk Reduction (DRR) provided by the Swiss NGO DRR platform

Also in 2018, the organizations of the Swiss NGO DRR platform - where HELVETAS is a core member - will provide trainings on topics related to disaster risk reduction (DRR). In addition, the platform organises its yearly 2 to 3 days face to face event in late 2018. Exact topics, description, dates and registration are accessible under <http://www.drrplatform.org/index.php/events>

Target audience: staff of Swiss NGO DRR Platform member organisations, SDC, any interested institution and persons  
 Date: dates to be announced on: <http://www.drrplatform.org/index.php/events>  
 Location: Switzerland, Bern (partially Zurich, Thun)  
 Duration: learning events: 1 day  
 face to face event: 2 to 3 days  
 Format: face to face (presentation of concepts and case studies, group work, discussions)  
 Fees: free  
 Language: English

For further information, please contact [eveline.studer@helvetas.org](mailto:eveline.studer@helvetas.org) or Jana Junghardt [jjunghardt@caritas.ch](mailto:jjunghardt@caritas.ch).

# ENVIRONMENT AND CLIMATE CHANGE

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## Watershed Management and Climate Change

The objective of the workshop is to have a better understanding of how to identify, quantify and demonstrate the contribution of watershed programmes to climate adaptation and mitigation as well as disaster risk reduction. The workshop is structured around the main elements of the landscape approach and includes theoretical sessions followed by practical application. The concrete objective can be adapted according to the needs of the participants and the specific working context.

Target audience: staff from projects applying ecosystem-based management and watershed management approaches 2018, specific date upon demand  
Date: flexible, depending on demand  
Location: 2-4 days  
Duration: face to face, webinar or blended learning  
Format: cost to be covered by the projects of the participants or country programme(s)  
Fees:  
Language: English, Spanish

For further information please contact: [zora.urech@helvetas.org](mailto:zora.urech@helvetas.org) and [nicole.clot@helvetas.org](mailto:nicole.clot@helvetas.org)

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## Working with a Landscape Approach

A landscape approach incorporates different ongoing land uses in and the interest of different users of a landscape in one single and integrative management process. The landscape approach consists of 10 guiding principles. In this workshop you learn how to apply these 10 principles in concrete projects or programmes with the support of adequate tools and methods. The training includes theoretical inputs, followed by practical application.

Target audience: staff from projects applying ecosystem-based management and watershed management approaches 2018, specific date upon demand  
Date: flexible, depending on demand  
Location: 1-3 days  
Duration: face to face, webinar or blended learning  
Format: cost to be covered by the projects of the participants or country programme(s)  
Fees:  
Language: English, French

For further information please contact: [zora.urech@helvetas.org](mailto:zora.urech@helvetas.org)

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# GOVERNANCE AND PEACE

The Governance and Peace team provides advisory services to HELVETAS Swiss Intercooperation programmes worldwide as well as external clients. We work on issues dealing with the interface between citizen and state, where we contribute to and promote a state offering basic services and security to its citizens, and where active citizens are able to make claims and influence policies in their interest.

Governance and conflict transformation have been key competences of HELVETAS Swiss Intercooperation for many years, and are addressed both as transversal and as thematic themes. With numerous countries becoming increasingly fragile, and good governance issues high on the development agenda, the Governance and Peace team offers its expert knowledge and capacities to internal and external clients.

## Putting Good Governance into practice: Introduction course

In each project and programme decisions are being taken, and implemented. But how are these decisions taken, and how are they implemented? This is where the HELVETAS good governance principles comes into play. This workshop introduces our organisation's good governance principles to project and partner staff, and help them in a very hands-on manner to put these principles into practice in their own projects.

Target audience: all HELVETAS staff members, especially those working in the field and HELVETAS partner staff  
 Date, location: Q1/2018: Mali (in French)  
 Other: tbd, upon request  
 Duration: 4 days  
 Format: face to face  
 Fees: calculated based on demand  
 Language: French (confirmed), English (upon demand)

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## Accountability at Work

### Integrating Accountability Practices in Our Projects and Partnerships

The objectives of the workshop are to raise awareness on accountability and strengthen capacities for implementing accountability processes across HELVETAS programmes. Workshop participants a) analyse rights and responsibilities and existing accountability mechanisms in specific (project) contexts and b) define possible accountability outcomes in specific (project) contexts and envisaged change pathways. Participants are introduced to a set of accountability tools and develop plans for introducing and monitoring accountability initiatives.

Target audience: HELVETAS Swiss Intercooperation staff and partners (including service providers and local governments)  
 Date, location: on demand  
 Duration: 4 – 5 days  
 Format: face to face, plus distance coaching (as follow-up)  
 Fees: calculated based on demand  
 Language: English, French, Spanish

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## Governance Self-Assessment

The training aims to provide tools and knowledge in facilitating governance self-assessments. The training can be oriented around different kinds of assessments, including the governance of our projects/programmes, partner organisations, community based organisations/user groups and local governments. Focussing on assessing performance in relation to the good governance principles, the training also aims to empower participants to improve governance through the development of governance improvement plans and monitoring/accountability measures.

Target audience: HELVETAS Swiss Intercooperation staff and partners (including service providers and local governments)  
 Date, location: on demand  
 Duration: 4 – 5 days  
 Format: face to face, plus distance coaching (as follow-up)  
 Fees: calculated based on demand  
 Language: English, French, Spanish

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## Political Economy & Power Analysis (PEPA)

Based on Gaventa's Power Cube, stakeholder mapping and a tailor-made set of PEPA questions, the participants analyse how power relationships affect political decision making processes, namely related to the distribution of financial resources. The analysis reveals where and by whom social change is affected by rent seeking attitudes and vested interests. Based on the analysis, participants are expected to identify strategies that counteract such types of regressive power dynamics.

Target audience: HELVETAS Swiss Intercooperation staff and partners  
 Date, location: on demand  
 Duration: 3 – 4 days  
 Format: face to face (possibility of long distance follow-up coaching)  
 Fees: calculated based on demand  
 Language: English, Spanish

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

# GOVERNANCE AND PEACE

## Women's Political Empowerment

The workshop has the following objectives: (1) Share experiences and lessons learned from our existing initiatives in this field, (2) Interact with women politicians to understand better how we could support them in overcoming barriers to accessing political posts and influencing political decisions, (3) With the support of external experts, introduce different initiatives that could be undertaken in this field.

Target audience: HELVETAS Swiss Intercooperation staff and partners on demand  
 Date, location: 4 days  
 Duration: face to face, plus distance peer-to-peer coaching (as follow-up)  
 Format: workshop organisation costs to be covered through the GSE budget, participation costs to be covered through country budgets.  
 Fees: English  
 Language: English

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## Conflict Sensitivity Online Course: Fundamentals

The course is a hands-on introduction to the fundamentals of conflict sensitivity. You will receive through this course a solid knowledge of what conflict sensitivity is all about.

Target audience: all HELVETAS staff members, especially those working in the field and HELVETAS partner staff / Interested individuals and organisations working in development and peacebuilding.  
 Date: always available  
 Location: online, login available on Pamoja  
 Duration: module 1: appx. 3-5 hours  
 module 2: appx. 3-4 hours  
 module 3: appx. 2-3 hours  
 Format: online / on demand in combination with online discussion, webinar or a f2f workshop  
 Fees: no cost for HELVETAS and HELVETAS partners / on demand for others  
 Language: English, French, Spanish

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## 3-Steps to Working in Fragile and Conflict-Affected Situations (WFCS)

This is a hands-on training in which participants learn to apply the 3-Steps to Working in Fragile and Conflict-Affected Situations to their own projects: how to analyse the context in which they operate, how to understand the interaction between their project and the context and how to build strategies to strengthen positive impact of the project on the context and eliminate negative impact. The training is tailored to the needs of the participants, e.g. it can be designed for people working in Natural Resources projects or other working areas.

Target audience: all HELVETAS staff members, especially those working in the field and HELVETAS partner staff / Interested individuals and organisations working in development and peacebuilding.  
 Date, location: on demand  
 Duration: usually between 3-4 days, but can be adapted on demand  
 Format: face to face workshop with preliminary case study preparation and minimum introductory module of online course finished.  
 Fees: calculated based on demand  
 Language: English, Spanish, French

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## Conflict Sensitivity & Conflict Transformation

This is a hands-on **advanced training** for participants that are already familiar with the 3-Steps to Working in Fragile and Conflict-Affected Situations and apply them to their own projects: It is a tailor-made training, in which participants can deepen their knowledge and practice on conflict sensitivity, reflect upon their approach to peacebuilding and/or learn how to better manage conflicts within the sphere of their project.

Target audience: all HELVETAS staff members, especially those working in the field and HELVETAS partner staff / Interested individuals and organisations working in development and peacebuilding.  
 Date, location: on demand  
 Duration: usually between 3-4 days, but can be adapted on demand  
 Format: face to face workshop with preliminary case study preparation and minimum introductory module of online course finished.  
 Fees: on demand  
 Language: English, Spanish, French

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

## Migration and Development – How to promote the nexus

The workshop aims at building a common understanding on the nexus between migration and development (M&D) and on its relevance for our work. Participants will learn how M&D has been developed within HELVETAS. Based on existing experiences, especially from South Asia and West Africa, working approaches will be discussed and specific topics relevant to the region will be deepened. The course can be tailored to specific interests, e.g. advocacy on M&D or linkages between migration and other working areas (e.g. Skills Development) can be included.

Target audience: HELVETAS Swiss Intercooperation staff and partners already working on M&D or interested in enhancing their knowledge and developing activities in this field on demand  
 Date/Location: 4-5 days (upon demand)  
 Duration: face to face  
 Format: calculated based on demand  
 Fees: English, French and Spanish  
 Language: English, French and Spanish

For further information, please contact: [gop@helvetas.org](mailto:gop@helvetas.org)

# KNOWLEDGE AND LEARNING

The Knowledge and Learning team provides a range of capacity building services to both internal and external clients covering areas such as: integrating knowledge sharing and learning into ongoing activities, knowledge management (KM) strategies, strategic approaches to learning, face-to-face and online facilitation, storytelling, understanding and implementing gender and social equity issues in specific contexts, and participatory and outcome-oriented monitoring and evaluation. The following training and other event descriptions provide more detail on our current offers.

## Participatory facilitation

This course covers the essentials of creating stimulating, interactive and high-value events and processes, both online and face-to-face.

Target audience: HELVETAS staff and partners  
 Date, location: on demand  
 Duration: 5 days  
 Format: face to face (F2F)  
 Fees: calculated based on attendance  
 Certificate: provided  
 Language: English, French/Spanish on demand

This training is facilitated based on request.  
 Email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

## Storytelling: A powerful approach to learning

This course takes you through a variety of storytelling methods aimed at boosting shared learning. It is split between a methods component and a video component (including a project field visit).

Target audience: Helvets staff and partners  
 Date, location: on demand  
 Duration: 5 days  
 Format: face to face (F2F)  
 Fees: based on attendance  
 Certificate: provided  
 Language: English, French/Spanish on demand

This training is facilitated based on request.  
 Email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

## Participatory impact assessment

This course gives you the tools and understanding to design and implement project/programme impact assessments with an emphasis on community participation and ownership, including training of community members to conduct field research.

Target audience: HELVETAS staff and partners  
 Date, location: on demand  
 Duration: 5 days  
 Format: face to face (F2F)  
 Fees: based on attendance  
 Certificate: provided  
 Language: English, French/Spanish on demand

This training is facilitated based on request.  
 Email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

## Project cycle management and reporting: Quality management through monitoring & evaluation

The training clarifies concepts, standards, and functioning of HELVETAS' PCM/M&E framework, strengthens the knowledge on tools and procedures, and thus enables participants to improve the result orientation of their projects. Participants will be able to identify target groups, select meaningful indicators and apply feasible methods for measuring and reporting outcomes and impact; they will design a right-sized, meaningful M&E-system plan, and apply tools for Knowledge Sharing.

Target audience: M&E Officers or Specialists and Project Managers  
 Date, location: on demand  
 Duration: 3-5 days  
 Format: face to face with preparation; possibility of 1 field day and online follow-up (webinar)  
 Fees: calculated based on demand  
 Certificate: provided  
 Language: English, Spanish, French

This training is facilitated based on request.  
 Email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

# KNOWLEDGE AND LEARNING

## Facilitation skills building

In this training we will explore the power of participatory facilitation to support learning and sharing in face to face and online environments, including why facilitating online interactions tends to be rather difficult and what we can do about it. We will also take a look at innovative face to face facilitation techniques. By the end of the training, you will be better aware of what you can do to improve online and face to face environments, and how to enable lively and fruitful online exchanges.

Target audience: HELVETAS staff and partners  
 Date, location: on demand  
 Duration: 1 day  
 Format: face to face (F2F)  
 Fees: based on attendance  
 Certificate: provided  
 Language: English  
 French/Spanish on demand

This training is facilitated based on request.  
 Email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

## Pamoja: Intranet and extranet tools for collaboration

Organizations are constantly expanding and so is their knowledge. As organizations grow, there is a risk of losing opportunities to bring people together, collaborate and exchange in an easy manner. In this training we will learn about Pamoja (HELVETAS Swiss Intercooperation intranet and extranet platform) and the tools it offers. The training will focus on practical exercises, learning how to use key functions to enable better collaboration and interaction amongst staff and also with partners.

Target audience: HELVETAS staff  
 Date, location: on demand  
 Duration: 2 hrs (face-to-face), 3 hrs online  
 Format: face to face or online  
 Fees: calculated based on demand  
 Language: English, Spanish

This training is facilitated based on request.  
 Email us at: [pamoja@helvetas.org](mailto:pamoja@helvetas.org)

## Digital / Social reporting (Video, Photo, Blog, Website)

In this workshop, you will learn how to design/prepare and do social *multimedia* reporting (e.g. video, blog, photoblog, etc.) for any type of event, to raise awareness of the event, involve audiences that could not attend event and share knowledge with wider audiences. This training has a strong technical approach but also enables staff to design multimedia reporting in a way that emphasizes knowledge sharing in a participatory manner.

Target audience: HELVETAS staff  
 Date: on demand  
 Duration: 2 days (extension to 3 if more technical practice is requested).  
 Format: face to face  
 Fees: calculated based on demand  
 Language: English, Spanish

This training is facilitated based on request.  
 Email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

## Online events (e.g. webinars, online meetings, etc.)

In this training you will learn how to design and run an online event (e.g. webinar, webcast, online meetings, etc.) as a tool for knowledge sharing, for internal events targeting staff and events with partners. Beyond technology, facilitating an online event requires every organizer to take care of multiple aspects to make a successful event. The training will focus on 1) giving you tools to understand the type of event that will take place (the scenario), 2) define the facilitation and technical solutions that your scenario requires.

Target audience: HELVETAS staff  
 Date: on demand  
 Duration: 4 to 8 hrs  
 Format: face to face (online version on demand)  
 Fees: calculated based on demand  
 Language: English, Spanish

This training is facilitated by the ITS team with ad-hoc KNL collaboration.  
 If interested, email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

## Twitter Workshop

We can't ignore the fact that Twitter – like other social media – is a big player in the world. HELVETAS has multiple Twitter accounts, and many colleagues around the world are using to raise their voice, share their opinions and re-tweet HELVETAS content.

In this workshop you will learn how Twitter works, and you will create your own account. There will be several exercises for you to get a better idea of how you can use this platform for multiple purposes, but above all, how to use it to become an active ambassador of HELVETAS.

This workshop can be customized and adapted for specific projects and partners.

Target audience: HELVETAS staff and partners  
 Date: on demand  
 Duration: 4 to 8 hrs  
 Format: face to face (online version on demand)  
 Fees: calculated based on demand  
 Language: English, Spanish

This training is facilitated by KNL in collaboration with MC department.  
 If interested, email us at: [knl@helvetas.org](mailto:knl@helvetas.org)

# RURAL ECONOMY

The Rural Economy team provides advisory services to HELVETAS Swiss Intercooperation programmes and external clients. Our thematic fields focus on sustainable agriculture, food security, value chain facilitation, private sector development and rural finance. We offer particular competence in designing sustainable production systems (including water management) and innovative rural advisory services. The Rural Economy team has experience and competence in providing the following trainings.

## Markets systems development approach (MSD/M4P)

The [training concept](#) is oriented along the MSD/M4P project cycle. Each session starts with a "theoretical" introduction, which is accompanied by an illustration case; sessions also contain practical application to case examples coming from the participants (group work). In addition to these components, one training workshop in Bangladesh also included field visits in the context of the Samridhhi project. More information can be found here.

Target audience:	staff from Rural Economy projects and other working areas, SDC and partner
Date:	26 February – 02 March 2018
Location:	NADEL in Zurich, Switzerland. Other trainings can be organized on demand. ETH Zurich as well on demand.
Duration:	5 days
Format:	Class room training with groups work; possibility to include field visits.
Fees:	at NADEL 700 CHF. When organized for a specific region/programme 1600 CHF (estimation depending on venue and number of participants)
Certificate:	Provided
Language:	English, French, Spanish

For applications and further information, please contact: [rec@elvetas.org](mailto:rec@elvetas.org)

## DCED standard for results measurement

There is an increasing demand for solid results measurement to assess the effectiveness and efficiency of development aid. The Donor Committee for Enterprise Development (DCED) has developed practical guidelines, based on proven good practice, to improve project performance and to enable project managers to communicate credible results. This course will introduce the principles, steps and practices that will enable you to apply the [DCED Standard](#) in your project(s) and programme(s).

Target audience:	staff from project who intend to use the DCED standard for Results Measurement
Date, location:	on demand
Duration:	5 days
Format:	class room training with groups work
Fees:	CHF 1,600 (estimation depending on venue and number of participants)
Certificate:	provided
Language:	English, French, Spanish

For applications and further information, please contact: [rec@helvetas.org](mailto:rec@helvetas.org)

## Sustainable agriculture and livestock management

The course is meant to provide knowledge and know-how on managing land and water resources in a sustainable manner. It was developed in the context of the sustainable land management project (SLMP) in Afghanistan following a participatory curriculum development and training of trainers approach. The curriculum may be adapted to other contexts upon demand.

Target audience:	staff from HELVETAS Swiss Intercooperation and other NGOs, Government officials
Date, location:	on demand
Duration:	10 days, 8hrs a day
Format:	face to face (F2F), with material available online
Fees:	calculated based on demand
Certificate:	provided
Language:	Currently in English, may be translated on demand

For applications and further information, please contact: [rec@helvetas.org](mailto:rec@helvetas.org)

## Inter-disciplinary approach to systems development: guiding frameworks and principles for sustainable and large-scale impact

The workshop explores the application of a systemic approach, to various working areas beyond REC such as WIN, SDE, etc. After brief conceptual inputs, the participants practice the practical frameworks in their WA specific cases. The workshop also leaves space for discussion on the applicability of the approach and implications for our work.

Target audience:	Staff from HELVETAS Swiss Intercooperation with thematic expertise in different WA
Date, location:	on demand
Duration:	3-5 days, depending on familiarity with systemic/MSD approach
Format:	face to face (F2F)
Fees:	calculated based on demand
Certificate:	provided
Language:	Currently in English, may be translated on demand

For applications and further information, please contact: [rec@helvetas.org](mailto:rec@helvetas.org)



# RURAL ECONOMY

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## **Youth employment and employability: How the market systems approach can be applied to labour market development**

Following key market systems development (MSD) frameworks, this training provides participants with insights and discussions as to how projects and their partners can address youth employment promotion in a systemic manner. It builds on case examples from HELVETAS projects in Eastern Europe and relate these to a wider global development context. Familiarity with the MSD approach is expected for the 2-day training. Otherwise more days will be needed.

Target audience:	staff from HELVETAS Swiss Intercooperation and other NGOs
Date:	on demand
Location:	on demand
Duration:	2-5 days
Format:	face to face
Fees:	calculated based on demand
Certificate:	provided
Language:	English

For applications and further information, please contact: [rec@elvetas.org](mailto:rec@elvetas.org)

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# SKILLS DEVELOPMENT AND EDUCATION

The Skills Development and Education team provides advisory services in the fields of vocational skills development and basic education. We support vocational skills programmes e.g. in their aim at reaching a high practice- and demand-orientation, leading to (self-) employment and income, and to enhance the training quality and effectiveness. In basic education, our thematic advice focuses on quality education related to teacher education and training and to education quality improvement at school level. In addition, we offer support in strengthening the important linkage between basic education and vocational skills training.

## Fostering employment and empowerment of youth through Vocational Skills Development

This course gives you a better understanding how to design and implement vocational skills development projects. The focus will be on both, employability as well as empowerment of learners. Emphasis will be given on labour market orientation, elements of dual vocational education and training, labour market insertion and inclusiveness of disadvantaged groups, with a special focus on youth. Furthermore, the understanding of a systemic approach in VSD will be fostered.

Target audience: HELVETAS staff (national and international) and partner organisations of HELVETAS  
 Date: on demand  
 Location: on demand  
 Duration: 5 days  
 Format: blended learning offer (face to face on demand)  
 Fees: calculated based on demand  
 Language: English

For further information, contact: [barbara.vogt@helvetas.org](mailto:barbara.vogt@helvetas.org)

## Results-Based Financing in Vocational Skills Development

This webinar provides an overview of the results-based financing approach applied in vocational skills development (Employment Fund, Nepal). It can give you some ideas on how results can be influenced by sequencing payment to partners, and tying them to the achievement of defined outputs and outcomes.

Target audience: staff of HELVETAS  
 Date: on demand  
 Location: online  
 Duration: 30 minutes  
 Format: Online-webinar  
 Fees: based on demand  
 Language: English, German

This webinar is facilitated based on request. Send us a message if you are interested in this webinar, or in exploring a customized version, and we will contact you with further details. Contact: [sde@helvetas.org](mailto:sde@helvetas.org)

# WATER AND INFRASTRUCTURE

The Water and Infrastructure team provides advisory services in the following areas: Integrated water resources management, water for agriculture, and WASH (water, sanitation and hygiene) as well as rural access (mainly trail bridges and rural roads). The team, in collaboration with advisors in the countries and partners, offers trainings/workshops on demand with a particular focus on the following topics: Behaviour change in WASH, market-based approaches in WASH, household water treatment, monitoring of water points, advocacy and policy development in the water sector, water use master plan, and trail bridges (bridge technologies and institutional building/sector development). Moreover, the team co-organizes each year the one-week AGUASAN workshop in Switzerland.

## Behaviour change in water, sanitation and hygiene (WASH)

The success and sustainability of sanitation, household water treatment and hygiene promotion interventions strongly depends on the effectiveness of behaviour change interventions. This training/workshop aims at providing a basic understanding of the RANAS model of behaviour change and at supporting the identification of effective behaviour change interventions in a specific context. The RANAS model is based on the identification of psychological factors (Risk, Attitude, Norm, Ability, Self-regulation factors), which are key in determining specific behaviour changes. This training is offered in collaboration with Eawag.

Target audience: HELVETAS WASH Programme staff and their local partners.  
 Date: on demand  
 Location: on demand  
 Duration: 10 days  
 Format: face to face, and online training module available (in French)  
 Fees: to be determined  
 Certificate: provided  
 Language: French, English

For applications and further information, contact: [win@helvetas.org](mailto:win@helvetas.org)  
 An online training module is now available in French.

## Market-based approaches in water, sanitation and hygiene (WASH)

Market-based approaches are a key element of successful sanitation or household water treatment initiatives. This training/workshop aims at raising awareness on the relevance of market-based approaches for the success of WASH projects, providing an understanding of key concepts and tools such as sanitation marketing, rapid market appraisal, and at supporting the integration of those concepts and tools in the project approaches.

Target audience: HELVETAS WASH programme staff and their local partners  
 Date: on demand  
 Location: on demand  
 Duration: 10 days  
 Format: face to face (F2F)  
 Fees: to be determined  
 Certificate: provided  
 Language: French, English.

For applications and further information, please contact: [win@helvetas.org](mailto:win@helvetas.org)

## AGUASAN workshop

AGUASAN is an interdisciplinary Swiss community of practice (CoP) bringing together a broad range of specialists to promote wider and deeper understanding of key issues in water supply, sanitation and hygiene (WASH) in international cooperation. Besides convening quarterly knowledge sharing events, members of the CoP organize every year an international AGUASAN workshop in Switzerland.

Target audience: programme officers of HELVETAS and other implementing organizations  
 Date: to be confirmed, [aguasan.ch](http://aguasan.ch)  
 Location: to be confirmed, [aguasan.ch](http://aguasan.ch)  
 Duration: 5 days  
 Format: face to face (F2F)  
 Fees: no  
 Certificate: provided  
 Language: English

Announcement and information on registration will be communicated early 2018.  
 For further information, please contact: [win@helvetas.org](mailto:win@helvetas.org)

## Water use master plan (WUMP)

The water use master plan approach has been developed by HELVETAS Swiss Intercooperation Nepal to operationalize Integrated water resources management at local level. The approach has proven to be successful in preventing water-related conflicts, enhancing participation of the key stakeholders, and empowering disadvantaged groups to participate in the negotiation process. The workshop/training provides an introduction to the WUMP approach and supports the participants in contextualizing it.

Target audience: programme officers of HELVETAS and other implementing organizations  
 Date: on demand  
 Location: on demand  
 Duration: 3 - 10 days  
 Format: face to face (F2F) tailor-made training  
 Fees: to be determined  
 Certificate: provided  
 Language: English

For applications and further information, please contact: [niraj.acharya@helvetas.org.np](mailto:niraj.acharya@helvetas.org.np)

# WATER AND INFRASTRUCTURE

## Household water treatment and safe storage (HWTS)

In order to have an impact on health, improving water quality at point of use is crucial. In case of a water supply system without house connection, for example, there is a serious risk of recontamination between the water point and the glass. Measures ensuring safe transport and storage at home, good hygiene practices as well as household water treatment are key to guarantee safe water at point of use. Various household treatment options exist such as SODIS, chlorination, and various types of filters.

This training/workshop aims at providing information about the different elements of a safe water strategy, about different treatment options, and highlights crucial aspects such as the development of sustainable supply chains and the involvement of national health authorities. This training is organized regularly (every two years) and is designed as an experience sharing event between HWTS practitioners of different countries. Please see also the training offers on behaviour change and market-based approaches.

Target audience: programme officers of HELVETAS and other implementing organizations  
 Date: on demand  
 Location: on demand  
 Duration: 5 days  
 Format: face to face (F2F)  
 Fees: to be determined  
 Certificate: provided  
 Language: English, French

For applications and further information, please contact:  
[win@helvetas.org](mailto:win@helvetas.org)

## Trail bridges

HELVETAS Swiss Intercooperation Nepal considerably contributed to develop the trail bridge sector in Nepal. More than 4000 bridges have been constructed in the last 5 decades. HELVETAS is now providing technical assistance to the trail bridge sub-sector in Nepal. The South South Collaboration Unit of HELVETAS Nepal is also providing assistance to both HELVETAS trail bridge projects in other countries (e.g. Ethiopia, Laos) and to external organizations (ILO Indonesia, AfDB Burundi). Among others, it provides tailor-made trainings on bridge technologies and institutional building.

Target audience: technical Staff HELVETAS and other organizations  
 Date, location: on demand  
 Duration: from one week to approx. half-a-year  
 Format: face to face (F2F) tailor-made training, and/or exchange visits  
 Fees: to be determined  
 Certificate: provided  
 Language: English

For applications and further information, please contact:  
[niraj.acharya@helvetas.org.np](mailto:niraj.acharya@helvetas.org.np)

# OTHERS

## Advocacy

### Effective Advocacy and Policy Dialogue

This course helps you to plan your project's advocacy strategy: Learn to identify your target groups and how to reach them in the most effective manner; frame your policy messages so that they get heard by different audiences; explore your opponents' concerns and strengthen your own arguments; and learn how to win over a politician in only 30 seconds!

Target audience:	HELVETAS staff and partners upon demand
Date:	upon demand
Location:	3 to 4 days, depending on the issue and the number of participants; plus 1 day preparatory work
Duration:	face to face
Format:	Calculated based on demand
Fees:	provided
Certificate:	English, may be translated based on demand
Language:	

For applications and further information, please contact:  
[Bernd.Steimann@helvetas.org](mailto:Bernd.Steimann@helvetas.org)

## Gender and Social Equity

### Gender and Social Equity in practice: workshops tailored to context

Addressing gender equality and social equity is rooted in all our work. Our GSE policy sets out eight simple and practical principles guiding our overall approach. GSE workshops are tailored to demand, and to particular country or regional priorities. Therefore specific content varies, but wherever possible, a one day visit to the field and/or to relevant partner organisations is included in the workshop to reinforce "ground realities". Possible thematic topics include GSE in a specific Working Area, or working approach such as Market Systems or Conflict sensitivity. Other possible workshop topics include the GSE interface with our other transversal themes of advocacy and partnership; more specific issues such as Gender Based Violence; GSE and youth; and GSE in our internal human resource management are also welcome options among others.

Target audience:	all staff and selected partners on demand
Date, location:	4-5 days, according to topic
Duration:	face to face
Format:	calculated based on demand
Fees:	English, French and Spanish on demand
Certificate:	
Language:	

For applications and further information, please contact:  
[Agnieszka.Kroskowska@helvetas.org](mailto:Agnieszka.Kroskowska@helvetas.org)

## Capacity Development

### Effective Partnerships & Systemic Capacity Development

This workshop aims at supporting your programme towards more effective partnerships: In a first internal part, country teams reflect on their current approach and capacities for managing partnerships. In a second part, selected partners join the workshop: Together we assess current partnership practices and we identify priorities for the future. A special focus is on designing mutual and system-based capacity development interventions.

Target audience:	Project and programme staff of HELVETAS; senior staff of partner organisations of your choice (civil society, government, private sector)
Date, location:	On demand. This training is not suitable for regional level.
Duration:	3 days minimum, 1 day with partners
Format:	face to face
Fees:	calculated based on demand
Language:	English, French – possibly Spanish

For applications and further information, please contact:  
[Lydia.Pluess@helvetas.org](mailto:Lydia.Pluess@helvetas.org)

*Coming soon*

## Marketing and Communications

### WE ARE HELVETAS: What do we stand for?

The objective of the workshop is to strengthen the common HELVETAS "Brand Identity" across the organisation worldwide, in all teams despite working contexts. The "Brand Identity" includes aspects like shared values, a common idea of who we are, what we stand for, how we work, etc.

Who facilitates this training? Every team in HELVETAS worldwide is invited to facilitate this training for all its staff. The Marketing & Communications department in Switzerland provides guidance and materials: Manual for Facilitators, Manual for Participants, Powerpoint presentation and Handouts.

Note: This workshop is facilitated by each team across all HELVETAS Countries with guidance by Marketing and Communications (MC) department

Target audience:	all HELVETAS staff
Date, location:	defined by country
Duration:	2-3 hours
Format:	face to face
Fees:	free
Language:	defined by country

For further information about how to facilitate this training in your country office contact [Susanne.Straessle@helvetas.org](mailto:Susanne.Straessle@helvetas.org)



**HELVETAS**  
Swiss Intercooperation

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