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Secretariat work plan review

In April the secretariat met with line management to review the second year of operations (2014) and to discuss priorities for the final year of our current work plan. I have attached a two page document on secretariat operations that includes updated information on activities from year two and details of our new funding structure.

This is the final year of our existing, three year work plan, so the overall goals of the work remain the same. They are: 1) Cooperate with partners on quality training; 2) Enhance synergy between SBP induction training programmes based on UN agencies and partner core competencies/foundational training; 3) Coordinate a shared awareness between partners of the humanitarian training landscape and 4) Help develop thematic training programmes of strategic importance for SBP and UN organisations.

In 2015 our main priorities across the four areas are: 1) Guide partners towards a common approach in training standards direct support to training events, design or evaluation; 2) Deliver a common induction training package to the partnership based on the SBP competency framework to be used as partners see fit; 3) Maintain the training opportunities database, respond to requests for information and promote/populate the online community of practice; 4) Disseminate the outcomes from the JIMT, establish dialogue on its future and pursue pathways for IM training for SBPs as well as undertaking the annual survey in October to establish priorities for 2016.

In addition, in the last quarter of the year we will begin a comprehensive analysis of security training for SBPs with the aim of delivering guidance on options and minimum expectations.

We will continue to operate as a needs driven support service, founded on the principles of transparent and equitable support. If you would like the secretariat to support your training work in 2015 or want information from the database or to engage in the community of practice, we are at your disposal.

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Common SBPP induction training package

In 2013 we garnered agreement from six UN receiving agencies on the common, minimum competencies of all surge deployees with the goal of harmonizing approaches to induction across the partnership.

In 2014-2015 we have turned our focus to translating the competencies into common induction-training materials that can be used in whatever way work best for partners.

As outlined in our 2013 competencies analysis, we don't feel there is a one size fits all solution to induction training for standby. The diversity of our partners is one of our greatest strengths and it means we need to have flexible, adaptable training solutions that can be tailored to individual partner needs.

In 2015 we will develop a set of common induction-level training materials: lessons plans, PPTs, simulation/table top exercises that reflect learning outcomes linked directly to the eleven competency domains in the standby partner framework.

We have begun working with partners on ways we can support the inclusion of the competencies into the induction processes and we will continue to do this with the new content.

On example of our approach has been our recent work with CANADEM, translating the competencies into learning outcomes and developing a distance learning package that can be used with their roster personnel. The process is being piloted over the European summer and we are hopeful that in addition to helping CANADEM meet their needs, it will be a useful starting point for the development of the common package.

We are happy to work with your organisation directly on the competencies or ways to tailor the common package but we are also keen to hear from you if you have content you think others could benefit from.

JIMT Bangkok April 2015

The second Joint Information Management Training for Standby Partner (SBP) personnel was held from 18-23 April in Bangkok, Thailand. The event was hosted by RedR Australia and run in collaboration with the training secretariat, UNICEF, UNHCR, OCHA, WFP, ACAPS and Save the Children-Education Cluster.

Twenty four participants from nine standby partner organisations attended the event, illustrating the wide ranging interest across the partnership in accessing common IM training.

The course ran well with a number of changes enacted from the pilot program. Feedback from participants and trainers will be reviewed to make further improvements to future courses.

Once finalized we will distribute the course report to the partnership and ask interested parties to engage in a dialogue around the future of the JIMT, how it is run and who has an interest in working on content, delivery and or hosting.

We will also continue to advocate for SBP access to IM training being developed and delivered by agencies and Clusters as part of meeting the substantial IM capacity building needs of the partnership. As course dates are given to us from cluster and agencies, they will be added to the database e.g. this month new dates for UNHCR's TIME course (open to SBPs) has been added to the database.



Capacity Building Needs Survey

This month I will be sending out a survey to partners to gauge capacity building needs for Cash Coordinator, Gender-Based Violence, Communicating with Communities and Accountability to Affected Populations profiles.

The secretariat has been working with DFID to develop the survey which aims to build understanding of needs and gaps in capacity building opportunities for these profiles.

We hope to build a better picture of the overall need for capacity building initiatives as well as identifying existing initiatives you use that could be supported to run more often or specifically for standby personnel.

The survey will take about 10 minutes and we greatly appreciate your support in filling it in.

Training Tips: Curriculum Review

We are often tempted to change our training courses on the basis of feedback we receive from a given participant group or the observations made by our trainers on the ground. Whilst flexibility is of course important, a knee-jerk reaction to training design can lead to constant uncertainty about a course's identity and an over-emphasis on the views of a particular group from one time and space.

A more structured approach is to establish a finite period of time for the core course package to be properly tested, applied and then revised. I've witnessed a number of induction training providers within the SBPP using the idea of a curriculum review cycle with excellent results. Sometimes the cycle might last 2 or 3 rotations – particularly in the case of pilot learning programmes; in other scenarios, the provider makes a commitment to reviewing core training packages every 1 or 2 years. Within that period, all stakeholders remain clear about the purpose, aims and flow of the course and – while discrete segments within that design may be adapted – the overall benchmark remains largely predictable. In turn, confidence levels increase in the roster induction process.

Once the decision is made to introduce a curriculum review cycle for your learning programme(s), the question shifts to 'how is this best done?' Again, different approaches exist across the SBPP, and the secretariat is at your disposal to advise further.

Common elements may include:

- Some degree of consultation with stakeholder representatives to share perspectives and generate shared ownership – whether it be through surveys, targeted interviews or panel days;
- Analysis of the training evaluations from throughout your review cycle – note: this is far more meaningful if data has been gathered in a consistent format;
- Analysis of the comments and trends made by lead trainers and their teams – course reports are a great way to capture this information as you go;
- Re-examination of the general capability gap that the course is designed to fill and the overall course objectives that address such a gap;
- Revision of any specific learning outcomes based on new developments since the last curriculum review – the surge competency framework can be a useful guide here;
- Adjusting other aspects of the course design – such as the evaluation framework, the unifying logic and/or specific training methods used;
- Above all, a commitment to follow-up on the review outcomes and integrate these into the course package for the next period.

Start Network Survey on Surge

The Start Network (formerly CBHA) is conducting a survey of people deployed as surge responders as part of their DEPP-funded Transforming Surge Project. The project looks at national and regional emergency response mechanisms (in Philippines, Pakistan and regionally from Bangkok) to better engage local staff to provide timely and effective humanitarian assistance to disaster affected populations. They are interested in surveying anyone who has been deployed on surge. If any of your roster members would be willing to fill it in the link is <https://parisakarbassi.typeform.com/to/Gi98Wf>.

Community of Practice (COP)

The training secretariat launched its online Community of Practice (COP) at the Annual Consultation in Geneva in February. The COP is an online forum for dialogue, a repository for learning materials and an opportunity to build links between SBP training providers.

The platform will operate as a Google group, open to anyone in the partnership that would like to be take part. All you need is a Google email address and you can access the platform through Google Groups and documents through Google Drive. If you are interested in being connected to the group send me your gmail address and I will invite you. If you don't have one and would like support to set one up, just let me know and I'll be happy to help.

Community of Practice: SBP Training Focal Points

We hope the COP will be a place where we can ask questions among trainers, gain support from each other, build networks and share content. Its an exciting step for the secretariat and we thank you for highlighting your interest in the idea during the 2014 survey. Send me your gmail details and I'll invite you to join.



TTL: Protection coordination workshop in Ukraine

A four days training workshop was conducted in Kyiv during the period from 30th March to 2nd April 2015. The training was attended by 33 participants from UN agencies, INGO, Local NGOs and government representatives (Ombudsman office); as well as three observers and two coordinators from the protection cluster in Ukraine. The training recorded high level of participation and provided enough space for plenary discussions, exercises and activities and cross regional exchanges. The workshop objectives were:

- Strengthen the understanding the pillars of the humanitarian reform
- Enhance the understanding of the definition of Protection and the normative framework of it
- Enable the cluster members to actively use the Protection analytical tools to better understand the context and build their strategy towards protection integrated response
- Practice effective soft skills
- Provide opportunities for networking and enabling knowledge transform and learning among the participants, as well as strengthening the Protection Cluster team spirit.

When looking into the knowledge increase, in the pre-test, an average of the group was 4.2 correct answers out of 13 questions; while in the post test the average of the group was 10.9 correct answers out of 13 questions.

The workshop concluded with concrete recommendations on steps forward for the protection cluster in Ukraine that would be followed up in three month time through impact evaluation assessment.