



Training Announcement

Sphere ToT Refreshers and Foundation Course (Residential)

Date/time

ToT Refreshers

22nd – 24th August
(Saturday– Monday), 2015

Foundation Course

25th -26th August
(Wednesday- Thursday), 2015

Training Venue and Accommodation

CBCB Center, 24/C Asad Avenue,
Mohammadpur,
Dhaka – 1207, Bangladesh

Lead Facilitators (International)

Ms. Uma Narayanan
Community World Service Asia

Co-facilitators (National)

Mr. Gawher Nayeem Wahra
Ms. Ruksana Begum
Ms. Udisa Islam

Applicants Profile

ToT Refreshers

1) Participants of the last ToT organized by IFRC/NIRAPAD/Foundation for Disaster Forum

2) Has experience in the use of the Minimum Standards in Humanitarian response

3) Possesses training experience and has conducted training/s

4) Has been commissioned by their institution/organization

5) Willing to conduct training sessions for the foundation course and observe the facilitation of other participants.

Foundation Course

1) Working with the Humanitarian Response team either as fulltime staff or as a volunteer.

2) University Graduates and newly recruited staffs who are willing to develop career in the field of humanitarian response.

About the training

The Sphere Project is a voluntary initiative that brings a wide range of humanitarian agencies together around a common aim - to improve the quality of humanitarian assistance and the accountability of humanitarian actors to their constituents, donors and affected populations. The Sphere Handbook, Humanitarian Charter and Minimum Standards in Humanitarian Response, is one of the most widely known and internationally recognized sets of common principles and universal minimum standards in life-saving areas of humanitarian response. In order to reinforce the mainstreaming of Sphere standards into disaster preparedness plans and response operations, a Sphere Community in Bangladesh (SCB) was developed in December 2011. SCB focuses on enhancing skills of humanitarian workers to apply Sphere standards through capacity building events as well as knowledge base through integrating Sphere in academic curriculum and producing minimum sphere standards guide book for field practitioners. Following a series of Sphere trainings and orientation sessions, SCB in collaboration with Foundation for Disaster Forum, IFRC and Community World Service Asia is pleased to announce the in-country Sphere ToT Refreshers and Foundation course to be held from August 22-26, 2015 in Dhaka, Bangladesh.

Aim & Objectives

The aim & objectives of the ToT refreshers and Foundation Course is to strengthen the knowledge and facilitation skills in delivering the training on Sphere Minimum Standards in Humanitarian response.

By the end of the ToT Refreshers course, the participants will be able to:

- Disseminate and Practice the updated tools and training technology for sphere.
- Demonstrate a range of training and facilitation skills
- Prepare for conducting a Sphere learning event in the field or for his/her organization
- Devise tools and techniques for assessing learning needs and for evaluating training

By the end of the Foundation course, the participants will be able to:

- Apply the Sphere Handbook as a tool for disaster response
- Define the links between the Humanitarian Charter and humanitarian action
- Describe the structure and content of the Sphere Handbook

Methodology

The training will adopt a participatory approach. The participatory approach will include presentations, debates, informal experience sharing, video presentation, role-play, group exercises, learning pairs, participant-led sessions, designing and accessing learning events etc. For better understanding and quick references, additional handouts will be provided to the participants.

Total four (4) participants' will be selected at the end of ToT refreshers on the basis of the method, knowledge and technique as the participants use to design and planned training session and they will also facilitate the training session of foundation course.



Proposed Module of the Training			
Part : 1 Sphere Training	Part : 2 Adult Learning	Part : 3 Participant led sessions for practicing Knowledge and skills acquired	Part : 4 Other Global Quality and Accountability Initiatives
<ul style="list-style-type: none"> • Introduction to Sphere Training • Introduction to Sphere 2011 • Cross cutting issues • The Humanitarian Charter • The Protection Principles • Core Standards • Using technical standards, key actions and indicators • Code of Conduct • Capacity building and Application of Sphere in Bangladesh 	<ul style="list-style-type: none"> • Adult Learning Principles • Assessing Learning Needs • Designing a Learning Events • Skills and methods for facilitators and trainers • Learning Review • Managing nerve • Power point tips • Training tips 	<p>Capacity building sessions will lead to participant led sessions which would be for two and a half days, and are defined in session plan.</p> <ul style="list-style-type: none"> • Mini-facilitation: This is done on the first day of the training in which participants introduced each other then make a brief presentation of 5 minutes on topic of their choice • Maxi-facilitations: The participants will be provided opportunity to lead sessions and practice the learning they had in the ToT. The participants shall design two day training on Sphere and they will deliver on the sessions. 	<ul style="list-style-type: none"> • This includes short introduction to CHS, MERS, INEE, LEGS, CPMS and ALNAP etc., as well as to Sphere website and E-learning

Language

All teaching and course materials are mostly in English. It is essential that participants are fully conversant in English.

Logistics

The trainings are entirely free. Participants will get necessary materials, folder, note pad, pen etc. Good quality meals (including dinner) and accommodation have been arranged for the participants.

Participants are requested to bring their own sphere book, those who have not the sphere book they are also requested to purchase the sphere book (English & Bangla) from Foundation for Disaster Forum. Participants can bring their own USBs to upload the latest sphere materials. Not any additional supports are going to be provided.

Confirmation

Confirmed candidates will get confirmation letter by August 10, 2015.

ToT Refreshers Participants have to be reported in the training venue at the evening on August 21, 2015 and the participants of Foundation course have to be reported in the training venue at the evening on August 24, 2015.

Contact information

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