

Humanitarian programme: managing programmes & projects

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PRÉSENTATION

This course is one of the 5 units that make up the **Humanitarian Programme Manager (HPM)** diploma course (you will thus be joining a group of trainees attending this entire diploma course).

Good to know: you can follow this training unit only, or go further by following the 5 units of the professional training, **at your own pace over several years**. Having completed this diploma course at your own pace, you will be awarded exactly the same Bioforce diploma as the one obtained by those taking the diploma course in one go.

Depending on the evolution of the health context, this open training course may be delivered online through our e-learning platform.

Our open training courses participants gave them an average score of 3.8/4 in 2020.

LES POINTS FORTS DE LA FORMATION

- Group work
- Practical exercises
- Case studies

EN SUIVANT CETTE FORMATION, VOUS OBTIENDREZ

- An HPass digital badge, a quality label recognised by the humanitarian community (subject to obtaining the average)
- A Bioforce attestation of competence (subject to obtaining the average)

SKILLS TO BE COVERED

By attending this open training course, you will know:

- How to choose and apply appropriate tools to manage all stages of the project cycle in humanitarian contexts.
- The purpose of the Project Cycle Management (PCM) approach, steps and essential tools and methods for PCM, strategic, programmatic and operational levels of humanitarian action.
- How to programme strategy building at country level or with a sectorial approach, purpose of planning and assessments in the project and programme cycle.
- How to assess methodologies and tools, common quantitative and qualitative data-collection tools for assessments.
- How to monitor and evaluate, commonly used quantitative indicator types (rates, proportions etc.) and their application.
- The log frame main elements, schedule planning for activities and resources using PERT and Gantt techniques, links with the implementation and Monitoring & Evaluation (M&E) steps.
- The purpose of monitoring in the programme cycle, differences and links between M&E, evaluation cycle and appropriate evaluation tools.
- The main elements of the Terms of Reference for an evaluation, critical thinking on PCM, quality and accountability promotion at all stages of PCM.

TRAINING COURSE PROGRAMME

- Project cycle management introduction (PCM) & assessment and analysis

- Data management, project design, implementation and monitoring
- Implementation and monitoring, evaluation and learning,
- Partnership, and fundamentals of cash transfert programming
- Project methodology Wrap-up
- Exam

PROFILE

This training is for you if you already work or would like to work as a manager in the humanitarian sector.

As this course is part of a diploma course, specific requirements will apply:

- Bachelor's degree B.A.
- previous experience in project or programme management
- Level of English proficiency: B2 minimum (according to [European language levels – Self Assessment Grid](#))

APPLICATION

Step 1: application

Make sure you have a CV (pdf format) close by before clicking on the « I apply » button on this page, then fill in the form. The deadline for application is set at two weeks before the beginning of the course. Given the limited number of places, we recommend that you apply as soon as possible. Within a maximum of 15 days after your application, you will receive an order form by e-mail to be completed and signed.

Step 2: pre-registration

Upon receipt of the completed and signed order form, your place is booked! All you have to do is pay the training fees (or send us your financing agreement if your training fees are covered by a public organisation), to confirm your registration. Our team will help you by providing you with information on the different payment methods.

Step 3: registration

Once we have received the payment of the training fees (or the financing agreement), you are registered! You will then receive a confirmation by e-mail, including all the practical details of the course (location, detailed schedule...). Enjoy your course!

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