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Gesellschaft für Nachhaltige Entwicklung mbH - GNE - / Association for Sustainable Development  
(Nonprofit Organization) offers the following training program:

# Coordinator in International Project Management

Business – Development Cooperation – Humanitarian Aid

- Project Management in Development Cooperation
- Project Management in Humanitarian Aid – Disaster Relief
  - SPHERE-Standard
- Corporate Project Management
- Resource Management and Climate Protection
- Proposal writing for Projects
  - EuropeAid & BMZ
  - ECHO & AA (Auswärtiges Amt)
- Monitoring & Evaluation
- Quality Management
- Communication Methods and Techniques
- Internship in companies or institutions (12 weeks)

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Date: 2<sup>nd</sup> of January 2020 till 31<sup>st</sup> of July 2020

Duration: 7 months incl. 12 weeks internship

Zertifiziert: Förderung  
durch Bildungsgutschein

## Target Group:

We invite graduates from universities of applied sciences and universities, especially in the fields of social sciences, humanities, economics, engineering, natural science, geography, law or with comparable degrees to apply to our program. Furthermore people with work experience in the sector of humanitarian aid or development cooperation are welcome to apply. General experience in international work would come as an advantage. Beyond that the field of international project management requires a high mobility, flexibility and the ability to work under pressure.

For refugees and migrants with a university degree suitable too. Language skills: German B1, English B1 (aim to reach B2/C1) **Please consider that the language of instruction will be English but some training modules will be conducted in German.**

## Professions:

Driven by developments like globalization, opening of labor markets, increasing relevance of cooperate management and professional project management in international economic cooperation, the demand of qualified personnel with interdisciplinary competence increases constantly. This demand can be covered by well trained professionals with experience in international project management.

The focus of the program is the preparation of the participants for complex work in companies ("Public-Private-Partnership") and global institutions for development cooperation and also humanitarian aid.

## Goals of the Training:

In theoretical and practical training modules the participants will learn how to use concepts and methods of project planning and project management. These concepts concern especially international economy as well as projects in the scope of development and humanitarian aid (including emergency relief).

## Training Procedure:

The training is targeted towards the demands of the international development policy and business practice. The duration of the training is 7 months in total.

Parts of the program will be conducted in collaboration with lecturers from the University of Kassel, Germany. Most of the training will be done in form of group work. Lecturers include professionals from internationally operating institutions and companies. These lecturers also provide a direct contact for the future working environment.

The modules "Corporate Project Management" and "Project Planning in Development/ Humanitarian Cooperation" are the main focus of the program. A new main part of the program concerns projects in humanitarian aid and emergency relief.

A successful access to the job market will be assisted by an internship in selected institutions and companies.

# Content

## I. Management in Development Cooperation

- Project planning (Logical Framework, PCM)
- Participatory Project Planning – PRA
- Extension methods in development cooperation / SWAP
- Gender, empowerment and microfinance: Guidelines for good practice
- Monitoring and evaluation, including impact monitoring
- Budget planning / Project planning workshop incl. presentation of results

## II. Humanitarian Aid - Disaster Relief

- Project planning in humanitarian aid
- SPHERE - Standards
- Monitoring and evaluation in humanitarian aid
- Water and sanitation
- Nutrition standards / Primary Health Care / Food Security

## III. Project Proposal Writing

- Project proposals and documentation / ECHO and AA (Auswärtiges Amt)
- Elaboration of project proposals and concept notes according to EU and BMZ guidelines (development cooperation)

## IV. Quality Management

- Quality Management ISO 9001: (current version)
- Excursion/ company visit: a QM-System in practice

## V. Corporate Project Management

- Corporate management, project controlling
- Project preparation, project design, planning, implementation, evaluation
- Workshop project management with presentation of a complete corporate strategic plan
- Workshop: MS Project

## VI. Resource Management and Climate Protection

- Theory and concepts of sustainable development
- Global impacts of Climate Change and Greenhouse Gases
- Climate actors / emissions trading and project proposals
- Community Based Adaptation Toolkit / Sustainability Matrix CDM Gold Standard

## VII. Communication Methods and Techniques

- Team management and effective group work
- Communication, presentation skills, intercultural competence
- Self-management, creativity and moderation techniques
- Conflict management
- Intercultural communication

## VIII. Internship in Institutions and Companies (12 weeks)

Obligatory internship here in Germany or abroad. Also possible in non-EU countries in Europe, North America, Asia and Africa.

### Phases of the Training:

- A: Seminars / Workshops / Group Work / Excursion (17 weeks)
- B: Internship in an institution or a company (12 weeks)
- C: Final Test / Examination (1 week)

**Examinations:** Test various modules during the training phases.  
Final presentation in front of the examination board.

*We reserve the right to change parts of this program due to the curricular evolution and due to availability of our lecturers.*

**Language of instruction is English, but some parts will be conducted in German!**

**Number of participants:** 24 planned

**Training lessons:** 738 hours

**Fee:** 5.254,56 €                      Payment in installments: 7 installments of 750,65 €.

**Measure Number:** 435/275/2018

**Sponsorship through Education Voucher:** The program can be supported by the German employment agency 'Agentur für Arbeit' and the 'Job Center' (ALG I or ALG II through the education voucher Bildungsgutschein).

### Applications for the Training Program:

Please send a short letter of motivation (Email preferred) and your CV with photo to Mr. Werner Gebing at the following address: [info@gne-witzenhausen.de](mailto:info@gne-witzenhausen.de)

**No Application Deadline!**

### Next Information Session for the Training Program:

Friday, 6<sup>th</sup> of December 2019 in Witzenhausen

Please register for the information session via email: [info@gne-witzenhausen.de](mailto:info@gne-witzenhausen.de)

Feel free to call us for any questions.

### For further Information:

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