

## Managing humanitarian projects

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### PRÉSENTATION

Whether you have experience or not, this course will allow you to put into practice a methodological approach that is now essential for designing aid projects. You will also discover all the current and essential tools for effective project cycle management on humanitarian fields.

#### Benefits of online courses

At your own pace, all of Bioforce's learning expertise accessible through our online learning platform! Group work, learning progression tests, animated self-learning activities will punctuate your experience. Playful and interactive resources (quizzes, games...) will help you to test your knowledge. And you can always count on the individualised support of the training team (only 5% of dropouts, that is 10 times less than in a classic MOOC!).

**87.5%** is the satisfaction rate expressed by participants in open courses in 2022.

### LES POINTS FORTS DE LA FORMATION

- Individual and group times
- Individual coaching from the trainer
- A training course at your own pace

### 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

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By attending this open training course, you will master the methodological approaches and tools that will enable you to design, manage and evaluate a humanitarian project. And more specifically, you will know how to:

- Identify appropriate needs assessment methodologies and data collection tools, according to the context and the evaluation's terms of reference
- Describe the main steps in the design of multi-sectoral programmes and projects (water, protection, nutrition, etc.)
- Design and use the Logical Framework based on the Logical Framework Analysis
- Design a monitoring and evaluation framework for the project, selecting the appropriate tools and indicators
- Choose relevant criteria in order to develop objectives for an ex-post evaluation (end of project evaluation)

## TRAINING COURSE PROGRAMME

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**Week 1:** Introduction to the project cycle: definitions, success factors in project management

**Week 2:** Needs assessment: definitions, stages and tools, including data collection and analysis

**Week 3:** Planning: definitions, tools, analysis of a strategy, logical framework approach

**Week 4:** Project monitoring and evaluation: monitoring (approach, objectives and tools) and evaluation (definitions, typology, and evaluation criteria)

## PROFILE

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This training course is for you if:

- You are currently working with a national or international aid organisation and you wish to enhance your knowledge on project management methodology
- You are an aspiring aid worker aiming at strengthening your understanding of project management methodologies and tools
- You are currently working in logistics, finance, human resources... and you want to develop a career in humanitarian project management

### **Necessary material**

Attending this e-learning course requires a reliable and high quality internet connection. It requires also a computer equipped with standard Microsoft Office tools (example: pack Office) and with the necessary material to carry out audio and video exchanges.

Prerequisite: none.

*Bioforce training courses are accessible to people with disabilities: a dedicated person is in charge of welcoming, monitoring and supporting people with disabilities before and during their training at Bioforce.*

## APPLICATION

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### **Step1: application**

Click on the « Register » button at the bottom of this page, and complete the form. You will then receive an email (remember to check your Spam folder) giving you access to your Application Platform, where you can complete your application and pay your training fees (or download your training funding agreement). [Get a video preview of your Application Platform](#)

Please note:

- The application deadline is two weeks before the start of the course.
- Given the limited number of places available, we recommend that you apply as early as possible (particularly if you intend to benefit from financial support).

### **Step 2: registration**

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

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