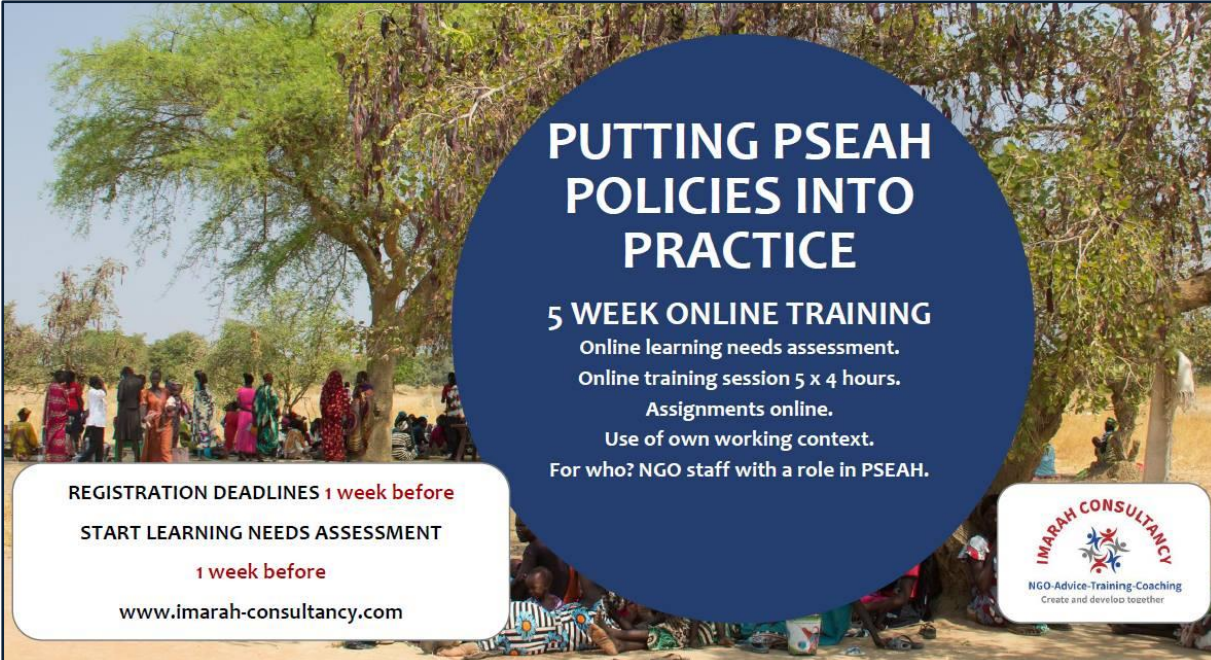


# TRAINING


## PUTTING PSEAH POLICIES INTO PRACTICE



**PUTTING PSEAH POLICIES INTO PRACTICE**

**5 WEEK ONLINE TRAINING**  
 Online learning needs assessment.  
 Online training session 5 x 4 hours.  
 Assignments online.  
 Use of own working context.  
 For who? NGO staff with a role in PSEAH.

REGISTRATION DEADLINES **1 week before**  
 START LEARNING NEEDS ASSESSMENT  
**1 week before**  
[www.imarah-consultancy.com](http://www.imarah-consultancy.com)



SUMMARY TRAINING: PUTTING PSEAH POLICIES INTO PRACTICE	
Who is this training course for?	For NGOs staff in development or humanitarian settings, who are familiar with the PSEAH policies and guidelines in their own organisation and have a role in the implementation of the policies.
Closing date registration	24 <sup>th</sup> July 2023
Online learning needs assessment	25 <sup>th</sup> July to 31 <sup>st</sup> July 2023
Training start and end date	1 <sup>st</sup> August 2023 till 29 <sup>th</sup> August 2023
Training package:	Online learning needs assessment; Online training session 5x 4 hours; Assignments in online learning management system (LMS); Mentoring sessions 1 to 2 hours per individual.
Certificate of successful completion after meeting all requirements	Attendance of 80%; Active participation during training; Assignments finalized in learning management system; Final assignments graded with pass (knowledge test and practical assignment).
Course fees	<b>€ 450</b> including 21% VAT (taxation law Netherlands)

## IMARAH CONSULTANCY

“Imarah Consultancy” is managed by Cobi Rietveld, who is an experienced health professional, trainer, and coach, with a master’s in public health and extensive experience in management, training, capacity building and coaching in developing countries, Humanitarian Aid, and the Netherlands.

“Imarah” is a word in Arabic, Hindi, Urdu, and Swahili, and refers to the meaning “**Growth**”, “**Development**” and “**Success**”. “Imarah Consultancy” believes in the power of people and communities, to develop their potential and together create a better world where basic needs and rights are respected and met. “Imarah Consultancy” aims to support and facilitate the development of knowledge, skills and competencies for individual professionals, organisations, governments and communities, National and international NGOs in Humanitarian, and development aid, through coaching, training, and advice.

## OVERVIEW TRAINING COURSE

NGOs already have their policies and guidelines for Protection against sexual exploitation, abuse and harassment (PSEAH). However, putting the policies into practice can be a challenge. In this 5-week online training course participants will develop practical skills which enable them to implement the NGO PSEAH policies within the specific context of the country, and the program. The training is for any staff within the NGO who has a role in ensuring the implementation of the PSEAH policies, whether in the Human resources department or in program. Before the training a **learning needs assessment** will be conducted with participants, to assess the knowledge and awareness of the own PSEAH policies in the organisation and identify the challenges for the implementation. This will assist to adjust the training to the learning needs of the participants. In the online learning environment, you can expect to be actively learning, through a mix of training methods, including discussions, assignments, and group work. Your own practical working environment will be used as a basis for the training; therefore, you are expected to come with your own policies and examples. A certificate is given, when meeting the participation requirements, completing all the assignments and a final assignment which will include an PSEAH implementation plan, as well as a knowledge test.

## WHO IS THIS COURSE FOR?

This 5-weeks training course is for staff working with NGOs in development or humanitarian settings, who have a role in ensuring the implementation of the PSEAH policies, whether in the Human resources department or in program.

Specific criteria for the participants in this training are:

- The participant has access to a computer and stable, good quality internet throughout the training;
- The participant has basic computer skills (word, excel and PowerPoint);
- The participant is available for all online training;
- The participant has sufficient time available for the online sessions, as well as homework assignments, individual or in groups for a period of 5 weeks;
- The participant has sufficient English speaking and writing skills;
- The participant has a role in PSEAH process and implementation.

## TRAINING OBJECTIVES

The course will enable participants to implement and monitor the implementation of PSEAH policies in their own organisation.

By the end of the course the participant should be able to:

- Describe the elements of protection against sexual exploitation, abuse, and harassment;
- Explain the content of the PSEAH policy as well as Human rights in simple language for the staff in the own organisation;
- Prepare an implementation plan for the PSEAH policies;
- Monitor the implementation of the PSEAH policy;
- Plan and implement briefing, training, and awareness activities;
- Engage the community to ensure the implementation of PSEAH and the development of safe programs;
- Identify barriers to reporting;
- Develop and implement a context specific reporting pathway internal as well as for community members where NGO programs are implemented;
- Respond to reports, ensuring respect, privacy, confidentiality, and protection;
- Coordinate an investigation with Senior management.

## TRAINING METHODOLOGY

The course will start with a learning needs assessment, 1 week before the start of the training. After registration you will receive a link to the online learning management system of Imarah consultancy, where you will do several assignments, in order to collect information about your training and experiences regarding protection against Sexual Exploitation, abuse and harassment (PSEAH). The aim is to identify learning needs and ensure learning needs regarding implementation of PSEAH are addressed during the training.

In the virtual classroom we will focus on developing skills and competencies, through discussions, assignments, and reflecting on individual experience, where your own practical working environment will be used.

The training will be on Tuesdays for 5 weeks in the afternoon from **13.00 to 17.00 central European time**, supported by homework, groupwork, assignments, feedback, and mentoring, while working in an online learning management system. The number of participants will be limited to a maximum of 12 per training, as to ensure the active participation in the virtual training environment. Reliable internet is essential.

#### **The estimated study time is:**

- 20 hours online face to face learning (5 times 4 hours);
- 2 to 3 hours per week self-study and assignments, depending on your pace of learning and previous experience;
- 1 to 2 hours individual mentor sessions.

## **TRAINING DATES**

The planned dates for the online training sessions are **1, 8, 15, 22 and 29<sup>th</sup> August 2023**.  
The time is **13.00 to 17.00 central European time (CET)**

## **COURSE FEES**

The course fees include:

- Learning needs assessment;
- Online training sessions 5 sessions of 4 hours;
- Training materials and working on assignments in the online learning management system of Imarah Consultancy;
- Certificate of successful completion if the final assignment (knowledge test and final practical assignment) is graded with a pass.

The course fees are

- **€ 450,-** including 21% VAT (according to tax law in the Netherlands)

## **REGISTRATION**

To register for the online training “Putting PSEAH policies into practice” please fill in the online registration form: [Online registration PSEAH August 2023](#) – deadline **24<sup>th</sup> July 2023**

## SELECTION OF CANDIDATES

Selection will be based on the criteria, of the English language skills, availability of stable internet, your confirmed availability for the online training sessions, the time for homework and group work and your role linked to PSEAH. Once your application is confirmed, you will receive a link to the online learning management system of "Imarah Consultancy", for a learning needs assessment. You or your organisation will also receive an invoice.

**The invoice needs to be paid within 3 weeks after sending the invoice.**