

# ADVANCED INTERNATIONAL TRAINING PROGRAMME



## ITP 321

# Disaster Risk Management

June 17–19 2019 in Manila, Philippines,  
3–19 September 2019 in Stockholm and Karlstad, Sweden  
and February 2020 in one of the participating countries

Closing date  
for applications:

› **April 5,  
2019**

**Dear Reader**

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Disasters affect the poor and the vulnerable the most. Between 1995 and 2014, 89 % of storm-related fatalities were in lower-income countries, even though these countries experienced only 26 % of storms. Over the past 30 years, more than 2,5 million people and economical values of almost USD 4 trillion have been lost due to naturally induced disasters. Managing, and reducing, disaster risk is therefore central for saving lives, assets, livelihoods and sustainable development.

Building the resilience of the poor and those in vulnerable situations, reducing exposure and vulnerability to climate-related extreme weather-events and other economic, social and environmental shocks and disasters, is set out as a target in the Sustainable Development Goals. Furthermore, the Sendai Framework for Disaster risk reduction 2015–2030 aims to enhance world safety and security through reducing the risks and minimising the consequences of accidents and disasters. Recognising the importance of disaster risk management to alleviate suffering, lessen vulnerability and prevent future humanitarian crisis the Agenda for Humanity includes commitments to transcend humanitarian-development divides, strengthen the management of disasters and risk and implement risk reduction measures in actions and programming.

The Swedish International Development Agency (Sida) offers International Training Programmes (ITP) to organisations of strategic importance to the social and economic development in partner countries. On Sida's behalf, this International Training Programme "Disaster Risk Management", is implemented by the Swedish Civil Contingencies Agency (MSB).

The ITP is designed to target stakeholders involved in reform processes of importance at various levels. The participants should hold a position in their home organisations with a mandate to manage significant change processes. The ITP offers support to strengthen, adapt and maintain capacity over time in order for the organisation to define and achieve both short and long term goals in within the area of disaster risk management. The participant(s) will take part of the latest development in your area of work mentored by skilled experts, develop a network with colleagues from other countries and enhance knowledge in new working methods. The methodology used is based on the assumption that your organisation wishes to implement changes to further develop and strengthen your capacity for disaster risk management, and is willing to invest organisational resources to achieve these changes.

In this brochure you will find information on the specific objectives for this particular ITP, its content and structure, and how and when to apply.

Sida and the Swedish Civil Contingencies Agency (MSB) hereby invites you to nominate candidates.



Alan AtKisson  
DIRECTOR OF PARTNERSHIP  
AND INNOVATION  
Sida



Dan Eliasson  
DIRECTOR GENERAL  
Swedish Civil Contingencies Agency

## Programme objectives

The scope of the programme is to strengthen capacity of individuals and their organisations to manage disaster risk. Participating organisations will, upon completion of the programme have key individuals with strengthened capacities to support organisational change for enhanced performance for disaster risk management. Change is expected to be achieved within areas such as risk and vulnerability assessments, management of data and response information, risk-informed recovery and mainstreaming of gender and environment. Participating organisations will also have improved cooperation, coordination and information sharing capacities within its mandate.

### BENEFITS

- › **Organisations will receive support in their capacity development and organisational change efforts.**
- › **Participants will be given tools to work with disaster risk management – by enhanced knowledge and skills.**
- › **Participants will have increased capacity to implement a process of change to strengthen the performance of their organisation.**
- › **Participants are given the opportunity to improve and expand their networks with other actors and stakeholders in disaster risk management.**

## Contents

The programme focuses on the *disaster risk management continuum*: what needs to be considered before (prevention and preparedness actions), during (response) and after a disaster (recovery), as well as what needs to be considered throughout all phases.

The following components will be included,

- Using risk- and vulnerability assessments as a tool for decision-making (for example aggregation of data and utilization of risk- and vulnerability data in risk-informed response and recovery).
- Analysis of critical societal functions and interdependencies.
- Coordination and cooperation mechanisms for effective disaster risk management.
- Risk-informed planning and programming.

- Information management. How do different methods for sharing of data and information contribute to effective disaster risk management?
- What to consider for timely, functional and efficient early warning systems reaching their intended target groups.
- Crisis communication to the public as a tool for promoting household preparedness and action.
- Gender and environmental mainstreaming in disaster risk management.
- Project management, results-based management, monitoring and evaluation, and analysis skills.
- The humanitarian-development nexus during all phases of the disaster risk management continuum.

There will be opportunities for participants to influence the contents during the training cycle.

## Change initiative

A core part of the ITP is the *change initiatives*. These are regarded as the means through which participating organisations can work jointly towards positive change within, or outside their organisations. For example to obtain enhanced knowledge, more efficient work methods, behavioural changes, relations, or increased integration of cross-cutting issues in core operational activities. ***The proposed change initiative shall be in line with applying the organisation's mandate, priorities and implementation plans.*** Each applicant/organisation shall

formulate a change initiative that will be implemented by the participant(s) during the course of the training. The change initiative shall be related to the programme objectives and reflect issues of concern for the participant's organisation and thus serve as an opportunity to improve or develop already ongoing work. The change initiative plays a central role in translating the training programme's theoretical content into capacity development and institutional change, and can with preference run over several ITP training cycles if deemed needed.

# Programme structure

## PHASES

The International Training Programme objectives and structure require a strong commitment by the participating organisations. The training is divided into three compulsory phases. Most work is carried out from home, with long-distance mentoring support.

### **Phase 1 – preparatory**

#### *Online introductions (part-time in home country)*

A web-based seminar will be organised to welcome the participants to the training programme. It will provide them with relevant information regarding individual preparations for the upcoming activities.

#### *Regional preparatory workshop in Manila, Philippines (5 days)*

A regional preparatory workshop will be organised to facilitate information sharing regarding the proposed change initiatives, to identify possible opportunities for synergies, and cooperation. The workshop will include project management advice and serve as support to the participants in developing their change initiatives further.

#### *Pre-Sweden preparations*

Participants and their organisations will have time for individual, or organisational, preparations for the upcoming phase in Sweden, which could include contacts with mentors and further work on the change initiatives.

### **Phase 2 – implementation phase**

#### *Advanced training in Sweden (3 weeks)*

The phase in Sweden will consist of three weeks of training, during which the thematic content will be covered. The programme will seek representation from different levels: (local, regional and national) and stakeholders (authorities, civil society and academia) in the Swedish crisis management system during the training. The focus will be on identifying good practice and encouraging participants to analyse their own context and identify local solutions and improvements, combined with their problem analysis and knowledge.

## TIMETABLE

### **WHERE AND WHEN:**

The regional preparatory workshop will be held 17–19<sup>th</sup> of June 2019 in Manila, Philippines. The training in Sweden will be held in Stockholm and Karlstad 3–19 September, 2019. The regional follow-up workshop will be held in February 2020 in one of the participating countries.

### **DURATION:**

The total duration of the programme is 13 months (phase 1–3) of which participants are expected to dedicate 20–30% of their work time. Five weeks are scheduled sessions.

#### *Change initiative implementation and country level follow-up (6 months, in home country)*

Mid-term through the implementation of the change initiatives, an activity will be organised at national level to follow-up on participants' implementation of change initiatives. There will also be opportunity for feedback to the participants from the programme monitoring and evaluation findings.

#### *Regional follow-up workshop in one of the participating countries (5 days)*

Towards the end of each cycle, regional workshops will be organised with all the participants. Focus will be on the implementation of the change initiatives and expected/desired consequent change within the organisations.

### **Phase 3 – Phase out**

#### *Phase-out and hand-over (1 month, in home country)*

The phase-out of the MSB support to participants with follow up if any short-term actions are needed after the regional follow up workshop to ensure a good phase out of a cycle.

## PARALLEL ACTIVITIES

### *Line management workshops*

Workshops will be organised on country level with line management to participants. The workshops will collect feedback from line management level of the participants' organisations and enable them to give inputs regarding the direction and content of the programme cycles.

### *Participation in external forums*

To provide exposure to other forums for learning, networking, exchange of experiences and possible influencing of the enabling environment beyond the ITP programme the programme will support participation in external forums at national and regional level within the relevant thematic scope. Opportunities for participation will be decided on a case-by-case basis.

### *Alumni*

To give access to a broader network with alumni participants from former cycles participants will be invited to networking events or similar in connection to national level events.

## METHODOLOGY

### *Teaching*

Active participation is expected during all stages of the programme. The mode of teaching includes lectures, discussions, case studies and guest lectures/study visits. The number of participants is limited to 25 in order to ensure a close working relationship between participants, lecturers and mentors.

### *Management and staff*

Experts will give lectures and facilitate sessions on disaster risk management. Experienced experts will be mentors for the change initiatives throughout the programme.

# Admission requirements

## INVITED COUNTRIES

Nepal, Bangladesh, Philippines and Cambodia.

## TARGET GROUP

The target group primarily includes technical experts and middle management staff members employed by public authorities, civil society (including the Red Cross/Red Crescent) and academia involved in disaster risk management, and who has a commitment to an intended change initiative of relevance. The programme is open to all relevant staff, regardless of gender, age, disabilities and ethnicity and adaptations to facilitate participation will be made. The programme strives for a diverse and representative group of participants.

Only candidates nominated by the appropriate organisation and in accordance with national rules and regulations will be considered.

## LANGUAGE REQUIREMENTS

The training programme will be conducted in English, without the possibility of translation. Participants are expected to make both oral and written presentations. Proficiency in English shall be certified in the application form.

## HEALTH REQUIREMENTS

Good health is a requirement due to an intensive programme and international travel. It is recommended that candidates undergo a medical examination before filling in the Medical statement in the Application form.

## OTHER REQUIREMENTS

If selected, a participant will be required to attend all phases of the programme. The nominating organization must sign a letter of commitment before the start of the programme. Basic computer skills, internet connectivity and an email address are necessary for the training. Family members are not allowed to accompany programme participants.

## PRACTICAL DETAILS

### Visa

Participants are responsible for obtaining all visas necessary for their travel and stay during the training programme and checking requirements for passport validity. As soon as possible after admission to the programme, inquiries should be directed to the respective Embassy/Consulate of Sweden or other Schengen representation entities. More information is available on the Sweden Migration Board website [www.migrationsverket.se](http://www.migrationsverket.se).

### Insurance

Participants are covered by a medical group insurance in case of emergencies such as acute illness or accident during the training periods in Sweden and in the region. Medical and dental check-ups are not included. The insurance does not cover delays, baggage loss or theft of personal property. Participants are expected to be covered by the national health care system in their home countries during the regional phase, if it is held in their home country.

### Costs

Sida will cover the costs related to:

- Participation in the programme, study visits, and scheduled activities.
- Hotel accommodations.
- A meal allowance to cover self-sustained cooked meals.
- International travel to and from Sweden and regional workshops.

Airline tickets will be booked by MSB. Each participant is responsible for travel costs to (and from) the international airport nearest their home, visa costs, and all personal expenses, other than those indicated above. The organiser, or Sida, will not fund the participants' change initiatives.

## APPLICATION PROCESS

Applications shall be submitted directly to MSB, by e-mail to [itp@msb.se](mailto:itp@msb.se). Interviews with shortlisted applicants will be conducted.

Applications should be submitted using the form attached, including a recent photograph, required information and documents as well as an outline of the change initiative (see application form). Applications submitted after closing date will not be considered.

The nominees should fulfil the following criteria:

- Have a position of relevance for the intended change initiative, or identified challenge with which the organisation/s applies at technical or middle management level.
- Have a permanent position in the applying organisation, alternatively demonstrating a hand-over plan to another function of relevance.

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- Possess adequate working experience within the working area (at least 3 years).
- Having a demonstrated interest in the area of work.
- Proficiency in spoken and written English.

Nomination of more than one candidate per organisation is strongly encouraged, as well as application as 'country teams', i.e. participants may come from several organizations, working on a mutual change initiative or challenge.

Selected candidates will be notified by e-mail not later than 1<sup>st</sup> of May, 2019. Once selected, the candidate must confirm participation.

As part of Sida's work with capacity and institutional development Sida offers international training programmes (ITP) for participants from low- and middle-income countries in prioritized areas. The programmes cover areas of strategic importance to the social, environmental and economic development of co-operating countries and are based on identified priorities and needs. In the long-term perspective, the programmes will contribute to institutional strengthening and capacity development in the co-operating countries.

### ORGANISER AND PARTNERS

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#### Contact:

All queries and requests should be addressed to:

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The Swedish International Development Cooperation Agency (Sida) offers, as part of its bi-lateral development assistance, capacity development activities in areas of strategic importance to the social, environmental and economic development in the countries participating. The purpose of the International Training Programmes (ITP) is to provide resources and develop knowledge, skills and expertise to organisations with strong legitimacy in relation to target groups, democracy practices etc. in areas given priority in Swedish development cooperation. The programme is based on identified priorities and needs in which Swedish expertise is in demand.

The Swedish Civil Contingencies Agency (MSB) is a government agency mandated to enhance societal capacities for the prevention and managing of emergencies and crises. MSB's mandate covers the entire scale of threats and risks, from everyday incidents to major catastrophes, which is applicable in Sweden and abroad. With responsibilities in civil protection, public safety, emergency management, risk reduction and civil defence, MSB has expertise and experience of working in all stages of the emergency cycle. MSB represents more than 30 years of experience in disaster risk management and international operations. MSB has experience in humanitarian and development aid in countries heavily affected by natural disasters and conflict, thus enabling it to use the knowledge acquired from overseas humanitarian work in national response, preparedness and prevention.

Trainings on risk and vulnerability analysis, rescue services, contingency planning, early warning systems and overall disaster management are examples of activities that MSB has carried out.

MSB is the Swedish focal point for the implementation of the Sendai Framework for Action and the EU Floods directive and is actively involved in EU cooperation for example on national risk assessment. MSB represents Sweden in EU Expert groups including the Forest Fire Expert group, civil protection modules, disaster loss data, and in the exchange of experts' project.

MSB is, in a consortia led by Asian Disaster Preparedness Center, and in partnership with Stockholm Environment Institute and Raoul Wallenberg Institute, together implementing the five-year program "Building resilience through inclusive and climate-adaptive disaster risk reduction in Asia-Pacific" (BRDR). BRDR aims to improve regional cooperation in disaster risk reduction and climate resilience by sharing best practices and tested approaches among countries in the region.

#### MSB operates;

- through knowledge enhancement, training, exercises, regulation, supervision and our own operations.
- in close cooperation with municipalities, county councils, other authorities, civil society, the private sector and other organisations.
- to increase resilience at all levels of society, from local to global.

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#### SWEDISH INTERNATIONAL DEVELOPMENT COOPERATION AGENCY

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