

ADVANCED INTERNATIONAL TRAINING PROGRAMME



ITP 321

Disaster Risk Management

Preparatory phase: December 2019 – April 2020.

Regional preparatory workshop in Kathmandu, Nepal: 3 – 6 February, 2020.

Advanced training in Sweden: 21 April – 7 May, 2020.

Change initiative implementation in home country: May – October 2020.

Regional follow-up workshop in one of the participating countries: October 2020.

Phase-out and hand-over: November – December 2020.

Closing date
for applications:
**> 28 October,
2019**

Dear Reader

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

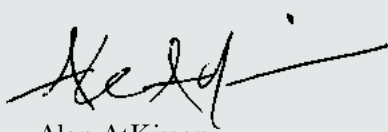
Building the resilience of the poor and those in vulnerable situations, together with reducing exposure and vulnerability to climate-related extreme weather-events and other economic, social and environmental shocks and disasters, is reflected in several Targets under the Sustainable Development Goals. 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 crises, 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 Cooperation Agency (Sida) offers International Training Programmes (ITP) to organisations of strategic importance to the economic, social and environmental development of partner countries. On Sida's behalf, this International Training Programme, "Disaster Risk Management", is implemented by the Swedish Civil Contingencies Agency (MSB).

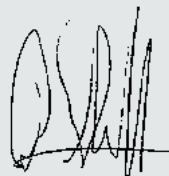
The ITP targets stakeholders involved in important reform processes at local or national level. The participants should hold a position in their home organisations with a mandate to manage significant change processes. The ITP offers support to strengthen, adapt and maintain capacity over time to enable the organisation to define and achieve short- and long-term goals within the area of disaster risk management. The participant(s) will gain exposure to the latest development in the respective area(s) of work, be mentored by skilled experts, develop a network with colleagues from other countries and acquire knowledge in new working methods. The ITP method is based on the assumption that your organisation wishes to implement changes that will develop and strengthen your capacity for disaster risk management, and that the organization ready and willing to invest the organisational resources necessary to achieve these changes.

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

Sida and the Swedish Civil Contingencies Agency (MSB) warmly 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 (with possible adjustments based on the specific requirements of the participants and their change initiatives),

- 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. This is 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 program structure requires a strong commitment by the participating organisations. The training is divided into three compulsory phases. Most work is carried out from the home countries, with long-distance mentoring support. The regional preparatory workshop, the advanced training in Sweden, as well as the regional follow-up workshop, are full-time scheduled trainings.

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 for the upcoming activities.

Regional preparatory workshop in Kathmandu, Nepal (3 days)

A regional preparatory workshop will be organised to give support to the participants in developing their change initiatives further and to identify possible opportunities for synergies and cooperation.

Pre-Sweden preparations

After the regional workshop, participants and their organisations will have time for further work on the change initiatives and preparations for the upcoming phase in Sweden including contacts with mentors.

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 improvements based on the training content, combined with their knowledge. There will be time available to allow participants to further develop the change initiatives, as well as space for peer learning in between the different participating countries.

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 and possible challenges faced.

Regional follow-up workshop in one of the participating countries (3 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 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 to ensure a good phase out of a cycle. In case participants have a change initiative that will be continued in a forthcoming cycle, time will be allowed for hand-over. Mentor support will be provided if needed.

PARALLEL ACTIVITIES

Line management workshops

Workshops will be organised at country level with line management at the participants' organisation in order to collect feedback on line management level. These workshops 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 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 mingle 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 study visits. The number of participants is approximately 25 in order to ensure a close working relationship between all involved.

Management and staff

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

TIMETABLE

WHERE AND WHEN:

The regional preparatory workshop will be held 3–6 February, 2020 in Kathmandu, Nepal. The training in Sweden will be held in Stockholm and Karlstad 21 April – 7 May, 2020. The regional follow-up workshop will be held in October 2020 in one of the participating countries.

DURATION:

The total duration of the programme is 12 months (phase 1–3) of which participants are expected to dedicate 20–30% of their work time. Five weeks are scheduled sessions.

Admission requirements

INVITED COUNTRIES

Nepal, Bangladesh, the 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. Prior to international travel you will be asked to fill out a health declaration which will be kept with our medical coordinator. The information is strictly confidential and the information will be used only in emergency.

OTHER REQUIREMENTS

If selected, a participant will be required to attend all phases of the programme. The nominating organisation 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. In addition, as computers

and e-mail will be used continuously in the programme, a computer with Microsoft Office programmes (Word, Excel, and Power Point) or similar is essential and possession of a computer is a requirement.

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.

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. 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.

Closing date for applications: > **28 of October, 2019**

- Ability and skills to formulate a change initiative with specific, achievable and relevant outcome.
- 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 organisations, working on a mutual change initiative or challenge. Selected candidates will be notified by e-mail not later than 2 December, 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

Contact:

All queries and requests should be addressed to:

Myndigheten för samhällsskydd och beredskap,
651 81 Karlstad, Sweden
Phone: +46 771 240 240
Fax: +46 10 240 56 00
E-mail: itp@msb.se
Web: www.msb.se/itp

The Swedish International Development Cooperation Agency (Sida) offers, as part of its global development assistance, capacity development programmes (International Training Programmes, ITP) in areas of strategic importance to the economic, social and environmental development in the participating countries. The purpose of the programmes is to develop institutional capacity. The programmes are 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 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.