The Centre for International Development and Training (CIDT) is running a series of short courses, between October and December 2005, aimed at those working in community development, regeneration and renewal.

Drawing on CIDT’s growing experience in this field, both in the UK and overseas, the courses will offer practical solutions, in the form of tried and tested tools and techniques, to the real challenges faced by those involved in both the implementation and leadership of community-based projects.

20-21 October 2005 - Wolverhampton

Design, Management and Evaluation of Community-based Projects

This two-day course provides a practical introduction to the tools and techniques of project and programme management and how they can be used to engage and empower communities. In particular, the course will guide participants though the following techniques:

Stakeholder Analysis:
‘Who needs to be involved and in what way?’ These are among the most crucial questions in the project development process. The course will explore approaches to identifying and bringing on board stakeholders in a way that builds on their strengths and expertise and takes realistic account of their interests and concerns. If carefully and sensitively conducted, stakeholder analysis provides a firm foundation for project design and management – not only by promoting the active involvement of community members, but in helping to identify potential risks to the success of the initiative.

Problem Analysis:
What are the issues that the project is hoping to address? Are they the real issues? How should the project go about tackling them for maximum impact? The technique of problem analysis offers an accessible and participatory approach to examining the status quo and deciding on a realistic course of action to change it.

Logical Framework Analysis:
Logical frameworks are an increasingly widely-used tool in the design and management of community-based projects. As a design format, they concisely capture all the key information about the project: its goal, purpose, outputs and activities, indicators of success, its monitoring strategy and the risks and assumptions surrounding it. Perhaps more importantly, the process of developing and reviewing the logical framework for a project has the potential to reinforce the principles of community participation and ownership.
By drawing extensively on the experience and real-life examples of participants, this course will provide an opportunity for you to experience and reflect on a participatory project development process from the inside.

**Course Fee:**
The fee for this course is £390, not including accommodation.

Bed and Breakfast can be provided at the course venue for an additional charge of £69 per night.

**Venue:**
The Novotel, Wolverhampton, West Midlands.

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**14-17 November 2005 - Wolverhampton**

**Community-led Consultation: An Introduction to Participatory Appraisal**

This four day course provides a practical introduction to the tools and techniques of Participatory Appraisal – an empowering approach to working with communities to identify and analyse issues of local importance and promote community-led change.

The basic principle which underpins this approach is that local people are the experts on their community: they know what it feels like to live there, they know what the problems are, and more often than not they can come up with realistic solutions to those problems. The course will introduce you to a toolkit of visual techniques for working with residents which provide a powerful and refreshing alternative to more traditional, questionnaire-based consultation approaches.

Among the many tools you will practise are community mapping, transect walks, timelines, problem trees and ranking activities. The course will also explore the facilitation and interviewing skills required to use the tools effectively and the process of organising effective, community-led consultation. An important component of the course is a day spent practising the approach in a local community and the opportunity to reflect on the experience afterwards.

This intensive and practical course will equip you with the skills to engage with communities in a way that offers an opportunity to go beyond mere consultation and promote the active participation of residents in the issues that shape their lives.

**Course Fee:**
The fee for this course is £590, not including accommodation.

Bed and Breakfast can be provided at the course venue for an additional charge of £69 per night.

**Venue:**
The Novotel, Wolverhampton, West Midlands.
Effective communication and facilitation skills are crucial in community development. Whether you are chairing a meeting or facilitating a group event or training workshop, the skills required to genuinely engage people and help them achieve their objectives in the most effective way are all-important.

This three day course offers a practical opportunity to develop and practise those key skills in a safe and supportive environment. In particular the course will focus on the following:

- Understanding leadership and facilitation
- The organisation of events
- Listening, questioning and building rapport
- Managing the information flow
- Understanding and managing group dynamics
- Problem solving and decision making
- Using visual aids
- Evaluation and action planning

Equally suitable for managers and grassroots community workers, this course will equip you with the skills and confidence to facilitate groups in a range of challenging situations.

**Course Fee:**
The fee for this course is £490, not including accommodation.

Bed and Breakfast can be provided at the course venue for an additional charge of £69 per night.

**Venue:**
The Novotel, Wolverhampton, West Midlands.

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**To book a place on any of the above courses contact:**

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Tel: 01902 323219    Fax: 01902 323219  
or download an application form on www.wlv.ac.uk/cidt