

# ADVANCED INTERNATIONAL TRAINING PROGRAMME



## ITP 321

# Disaster Risk Management



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## Dear Reader

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Are you a government authority, civil society organisation, academic institution, or part of the Red Cross/Red Crescent movement and work with disaster risk management? Does your organisation want to improve capacity in disaster risk management and seek support in this process? Would you like to expand your professional network?

The Swedish International Development Cooperation Agency (Sida) offers the International Training Programme in Disaster Risk Management (ITP DRM) to organisations of strategic importance to the economic, social and environmental development of partner countries. The programme supports organisations in strengthening, adapting and maintaining capacity over time at the local and national level. The Swedish Civil Contingencies Agency (MSB) implements the ITP on Sida's behalf.

This 12-month International Training Programme offers digital and face-to-face learning and support on how to drive change within your organisation, sector or community. Sida and MSB warmly invite you to nominate candidates for the programme. We welcome your application!



Alan AtKisson  
DIRECTOR OF PARTNERSHIP  
AND INNOVATION  
Sida



Charlotte Petri Gornitzka  
DIRECTOR GENERAL  
Swedish Civil Contingencies Agency

## Introduction

*“My participation in the in-person training in Sweden was a great learning experience. I gained lots of insights on issues related to DRM, climate change, gender, the role of the private sector, and leadership skills that will enhance my understanding and capability of translating the designed change initiative into actions with a great sense of solidarity and cooperation from fellow participants, trainers, resource persons, and mentors.” – Cycle 4 participant*

The programme supports you and your organization in effectively managing disaster risks through training, mentoring and networking. The programme method is tailored to organisations with a strong commitment to driving change. It uses a flexible approach that is adapted to participants’ needs and the direction of change initiatives. As a participant, you can expect:

- Evidence-based, adult learning methods;
- Different types of digital and face-to-face learning activities such as experiential learning, reflection, group discussions, simulation exercises and study visits; and
- Peer-to-peer learning and sharing

Your organization can expect:

- Support in internal or external organizational change processes;
- Expansion of your DRM network; and
- New tools, skills and knowledge

After active participation in the programme, participants will be able to...

- explain how change happens and identify ways to push for change in disaster risk management;
- demonstrate effective skills for influencing others; and
- integrate an environment and gender and diversity perspective ... for the further development of their change initiative and their organisation.

**Change is hard. We can help.**

### Change initiative

At the heart of the programme lies your change initiative, a prioritized issue within your organisation, where you intend to achieve change. It can be either a new or ongoing initiative within the organisation, and can have either an internal or external focus.

During the programme, you will apply new tools, skills and knowledge to your change initiative and will receive support in developing and implementing a robust change process. Previous change initiatives have focused on policy development, developing data and information management processes, improving early warning access in communities, and on strengthening organisational capacity for gender and diversity integration.

#### **Organisations are encouraged to apply with joint change initiatives in teams and over several cycles.**

Two organisations can build a team and apply jointly with one change initiative.

### Mentorship

*“Having mentors was beneficial in bringing out ideas that were still unclear to us. Having that sounding board and discussing the issues more in-depth was very helpful.” – Cycle 4 participant*

Each change initiative is given the opportunity to be paired with a mentor through a consent-based matchmaking process. Mentors can act as sounding boards, as technical advisors, or provide tips on relevant resources and networks. Our mentors possess specific competence and expertise across several different areas, including disaster risk reduction and management, climate change adaptation, project management, and communication. The mentor provides personalized support throughout the programme to help solve the problem identified by your organisation.

### Networking

*“We built a good network which is going to be long-lasting in professional as well as in personal life”  
– Cycle 3 participant*

Your organization will have access to the wide ITP DRM network of other current and previous organizations, including several disaster management agencies, national and local government institutions, and international and national NGOs, to name a few. In addition, the programme actively facilitates and supports the establishment of connections to other networks and regional forums beyond the ITP DRM, where you will be able to meet other professionals to exchange experiences, lessons learned, and tools.

### Integration of gender and environmental perspectives

*“The thing that I will remember [from the ITP] for years and years is the gender mainstreaming, because it is very important; then the environmental mainstreaming, the simulation exercise and the field visit, everything.” – Cycle 1 participant*

Women and girls are often disproportionately affected by disasters. Their contribution to disaster risk management plays a central role in community resilience and is often overlooked in strategies and programs. Meanwhile, climate change is driving future disaster risks and depleting natural resources. Therefore, both gender and environmental perspectives are incorporated throughout the programme. Experienced advisors will support you in integrating both perspectives into your problem analysis and the implementation of your change initiative.

# Programme structure

The programme has **four training phases**. Phase one focuses on laying the foundation for working with the change initiative. Next, you will prepare for leading change. During the third phase, you travel to Sweden for intensive training, to focus on acquiring the skills beneficial for successfully implementing your change initiative. During the final phase, you will bring all the pieces together and focus on how to sustain change. All training phases consists of full-time scheduled training and require your full attention and commitment.

The programme offers several other continuous activities that facilitate your learning. These include shorter webinars on DRM topics, live national meetups and networking workshops, and ongoing meetings with your mentor. You are expected to work continuously on your change initiative outside of scheduled activities.

## PROGRAMME TIMELINE

The programme runs over a time period of approximately 12 months. The planned activities are presented below. Please note that all dates and locations are provisional and may be subject to change due to the ongoing pandemic. Individual webinars and meetings with mentors are not listed. Accepted candidates will be provided with a more detailed timeline.

### *Training phase 1: Four sessions in January, 2023 (digital)*

During this initial training phase, you are introduced to the programme and will have an opportunity to get to know the other participants. The core focus is to deconstruct and analyse the change initiative and the space for change. You will be introduced to gender and environmental perspectives and supported in integrating these perspectives into your change initiatives.

### *Networking and cooperation workshop: One day in February, 2023 (in-person in home country)*

The focus of this workshop is peer review and sharing of change initiative ideas, identifying conditions for cooperation and networking with your fellow ITP participants and alumni from previous cycles.

### *Training phase 2: Four sessions in March and April, 2023 (digital)*

The second training phase is focused on how to prepare the ground for change. You will be introduced to the practice of change management and change readiness and further your knowledge of gender and environment in disaster risk reduction.

### *Training phase 3: May 10–18, 2023 (in-person in Sweden)*

This intensive training phase focuses on skill development and understanding different DRM systems through study visits, peer-to-peer exchange and learning, and simulation exercises. This is an excellent opportunity for you to network with other participants and experienced facilitators, and meet your mentor in person.

### *Training phase part 4: Four sessions in September and October, 2023 (digital)*

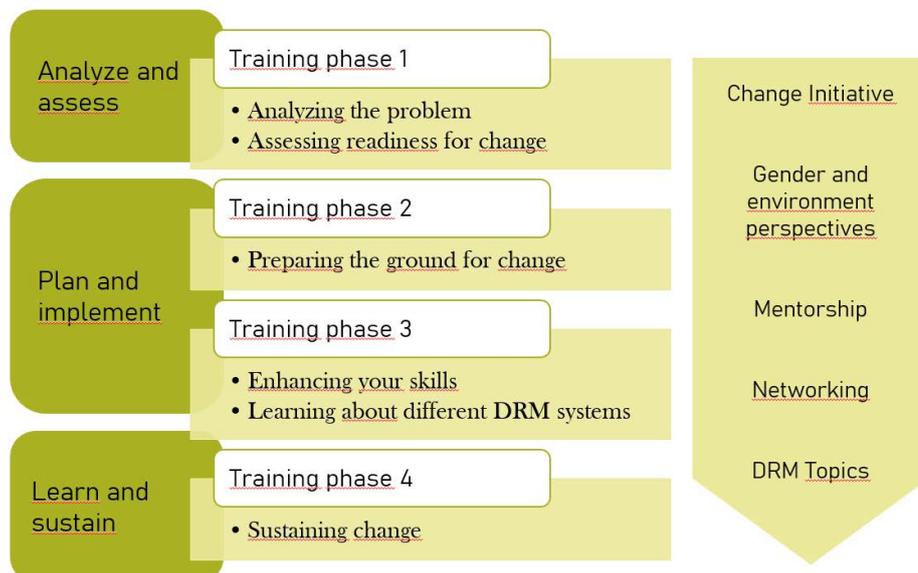
The final training phase focuses on how to sustain change over the long term.

### *National meetups: One day in September, 2023 (in-person in home country)*

Support and be supported. This meetup's focus is on sharing change initiative progress and joint problem solving.

### *Closure and celebration: December, 2023 to beginning of 2024 (in home country)*

The final component of the programme focuses on lessons learned and on celebrating results from the change initiative within the organisation, sector, or community. The programme is officially closed with a certification ceremony.



# Admission requirements

## INVITED COUNTRIES

Organizations from the following countries are invited to nominate candidates: Nepal, Bangladesh, Cambodia and the Philippines.

## TARGET AUDIENCE

The programme welcomes technical experts and middle management representatives from any relevant organization – government agencies, civil society organizations, the private sector or academic institutions – working to improve disaster risk management in the local or national context. The nominated candidate should:

- Hold a strategic position within their organisation in relation to the tentative change initiative.
- Have at least five years' worth of relevant work experience.
- Be proficient in English.

The programme is open to anyone meeting the admission requirements, regardless of gender, age, physical ability, ethnicity, or religion. Adaptations can be made to facilitate participation. The programme strives for a diverse and representative group of participants.

## CHANGE INITIATIVE

Nominated candidates apply with a change initiative; namely, a problem the candidates' organization wishes to solve. It is strongly recommended that organizations apply with a **joint change initiative** in teams of at least two members. The teams can be set up either within an organisation or between organisations. Individual change initiatives can be accepted in special circumstances.

## LANGUAGE REQUIREMENTS

The training programme is conducted fully in English, without the possibility of translation. You are expected to deliver both written reports and oral presentations and must therefore be proficient in English.

## HEALTH REQUIREMENTS

Due to the international travel involved and the overall intensive nature of the programme, you must be in good health. You will be required to complete a health declaration before international travel.

## ORGANIZATIONAL COMMITMENT

Organisational commitments are necessary to achieve the best results and to be able to benefit fully from what the ITP has to offer. The programme structure requires a strong commitment by both you and your organization. Most of the work will be carried out from your home country, with long-distance mentoring support provided.

### *Commitment from organisation*

- Candidates must be nominated by their organisations.
- The organisation must show commitment to the change process initiated through the change initiative and support participants in developing and implementing the change initiative, including making any necessary decisions.
- The organisation must allocate funds and resources for the development and implementation of the change initiative.

- The organization must allocate sufficient work time to their candidate to take part in training activities and work on the change initiative during work hours: approximately 20–30% of working hours continuously over a 12-month period.
- The organization agrees to possible participation in ITP activities targeting management.

### *Commitment from participant(s)*

- Dedication to the development and implementation of the change initiative.
- Willingness to apply new knowledge and skills and share these within the organisation.
- Willingness to share and contribute with experience and expertise during ITP activities.
- Readiness to learn both in a digital setting and face-to-face.

## PRACTICAL INFORMATION

### *Costs*

There is no programme fee. Sida will cover costs related to:

- Hotel accommodation during activities that require work away from home;
- A meal allowance to cover self-catered cooked meals during international activities; and
- International travel to and from programme activities

Participants or their organisation are responsible for any other costs, including domestic travel to and from the nearest international airport, visa fees, any costs related to the implementation of the change initiative, and other personal expenses. Domestic flights can be financed by Sida if the participant provides an acceptable reason. Sida will not fund the participants' change initiative.

### *Visa*

Participants are responsible for obtaining all visas necessary for their travel and stay during the training programme and for checking passport validity requirements.

### *Insurance*

Participants are covered by group medical insurance in case of emergencies, such as acute illness or accident, during training taking place outside their country of residence. The insurance does not cover dental and general medical check-ups. Nor does it cover delays, baggage loss or theft of personal property. Participants are expected to be covered by the national health care system during activities in their home countries.

# Application process

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## Are you ready to lead the change?

This is the **final call** for applications from Bangladesh, Cambodia, Nepal and the Philippines for the International Training Programme in Disaster Risk Management. If you have ever thought about applying to the programme, this is the time to do so. Please see below for instructions on how to apply.



Organisations who wish to nominate candidates for the programme will have the opportunity to attend optional coaching sessions to discuss their ideas for change initiatives. During the coaching sessions, organisations will also have the opportunity to express interest in finding partners for joint change initiatives. These sessions will be held on September 19–20 (The Philippines), September 22–23 (Cambodia), September 26–27 (Bangladesh) and September 29–30 (Nepal). To register for a session, contact [itp@msb.se](mailto:itp@msb.se) by September 16, 2022, at the latest.

**Please note!** Attending a coaching session does not guarantee you a spot on the programme. You will get useful tips for constructing your change initiative and have the opportunity to ask questions.

You apply to the programme through the [ITP portal](#). You will find all relevant documents to be completed and submitted, along with your application in the portal.

More details about the programme, practical information, and stories from previous ITP participants are available on the website: <https://www.msb.se/itp>

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



**Swedish Civil  
Contingencies  
Agency**

**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 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 programs is to develop institutional capacity. The programs are based on identified priorities and needs in which Swedish expertise is in demand.

**Who is the organiser? MSB – a governmental DRM agency**

The Swedish Civil Contingencies Agency (MSB) is a government agency mandated to enhance societal capacities for the prevention and management of crises and disasters. MSB's mandate covers the entire scale of threats and risks, from everyday incidents to large-scale disasters, in Sweden and abroad. To increase resilience at all levels of society, from local to global, MSB operates through knowledge enhancement, training, exercises, regulations, supervision and our own operations.

MSB represents more than 30 years of experience in disaster risk management and international operations. MSB has experience in both humanitarian and development cooperation in countries heavily affected by natural disasters and crises. This includes international partnerships and cooperation with governmental agencies, civil society and academia to strengthen DRM capacity.

With responsibilities in prevention, preparedness, response and recovery, MSB has expertise and experience of working with a wide range of disaster risk management issues. MSB is the lead agency for developing and conducting fire and rescue education in Sweden and has longstanding experience of providing quality training on various topics.