

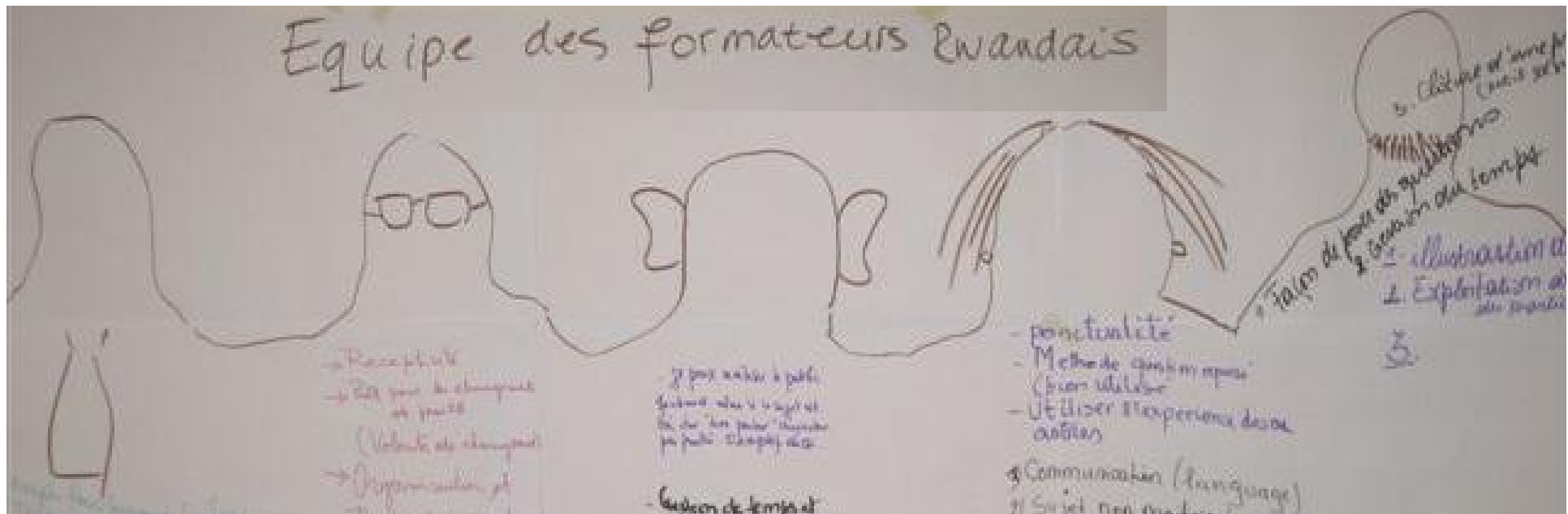


Netherlands Commission for
Environmental Assessment

Gwen van Boven
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Reinoud Post

IAIA, Puebla, Mexico, 31 May 2011

Training of Trainers in the Central Africa Programme



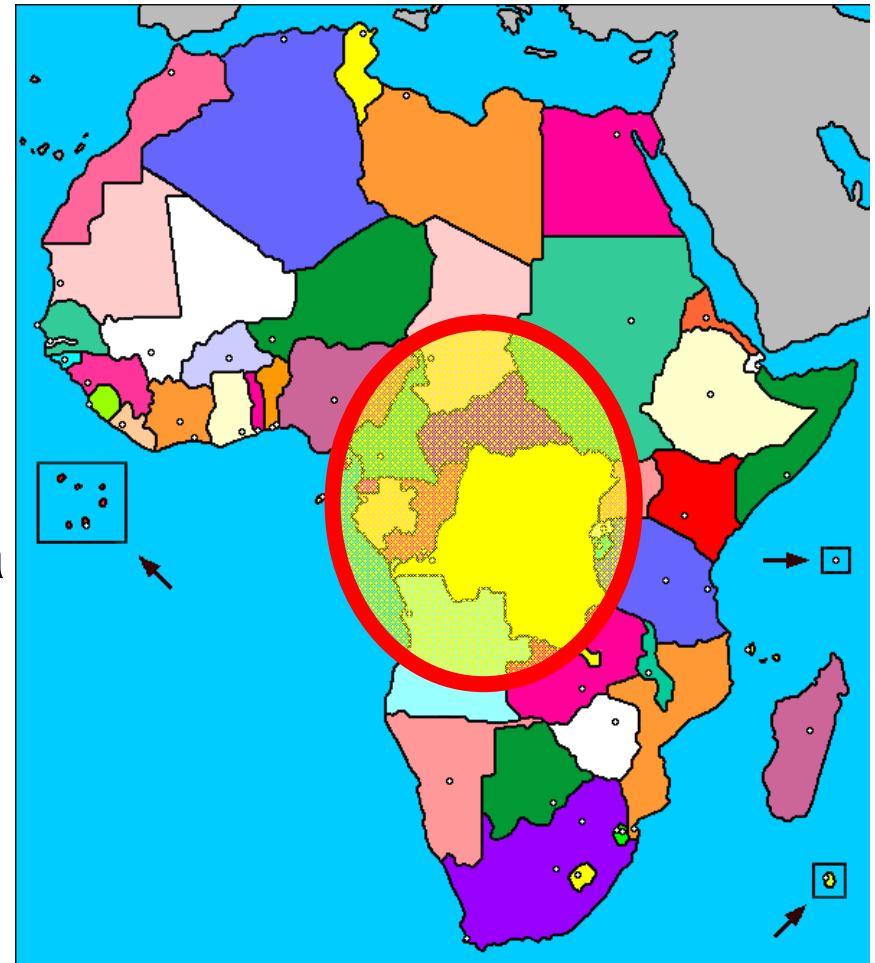


The Central Africa Programme

Objective: To improve the technical and administrative capacity for EIA in Central Africa

Through EIA Associations in 7 participating countries:

Coordination: NCEA & regional secretariat for EIA Associations in Central Africa
SEEAC (Cameroon)



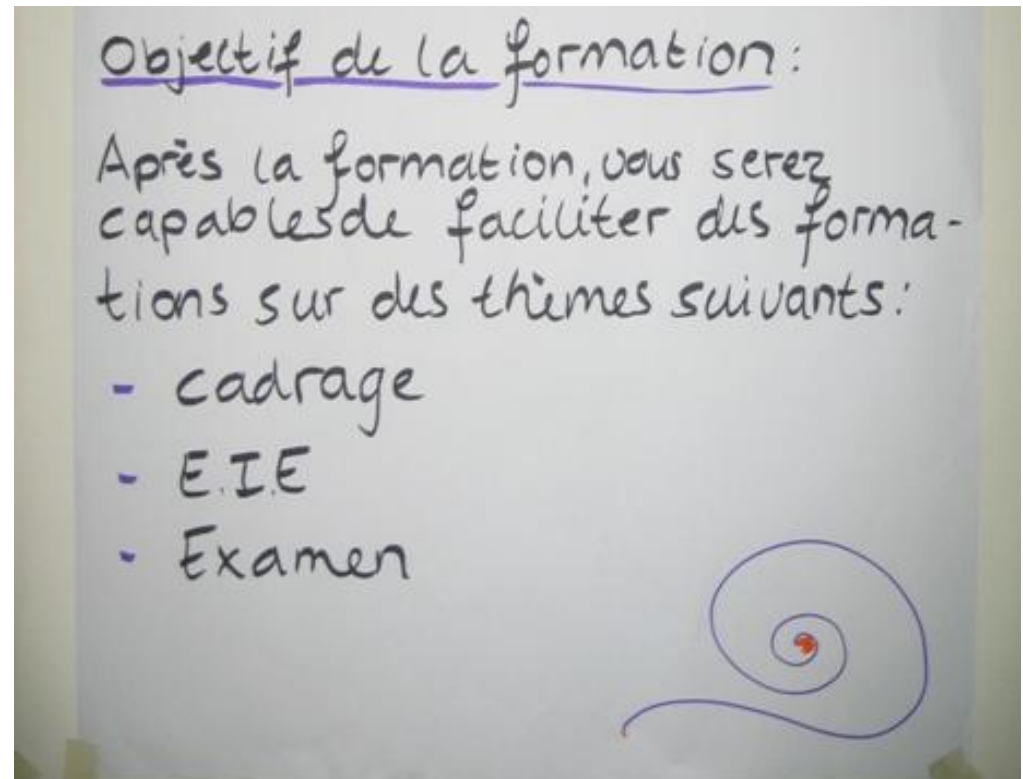
Training of Trainers

Participants (5 per country, 6 countries) mostly from universities, experience as teacher, with sustainable development, sometimes with EIA

Attention for both didactical skills and technical knowledge

Phased approach

- Regional ToT (3 countries)
- National Pilot sessions
- Regional feedback session



Day 1: Context

Wat is EIA?
What does our system look like?
Could that be different, better?

Day 2-4: Contents:

You will be trainers in the following :

1. scoping
2. executing & presenting an EIA
3. review

Day 5-6: to work!

Every day attention to didactics. Today you are trainers, we are coach.
On day 6 we'll make plans.





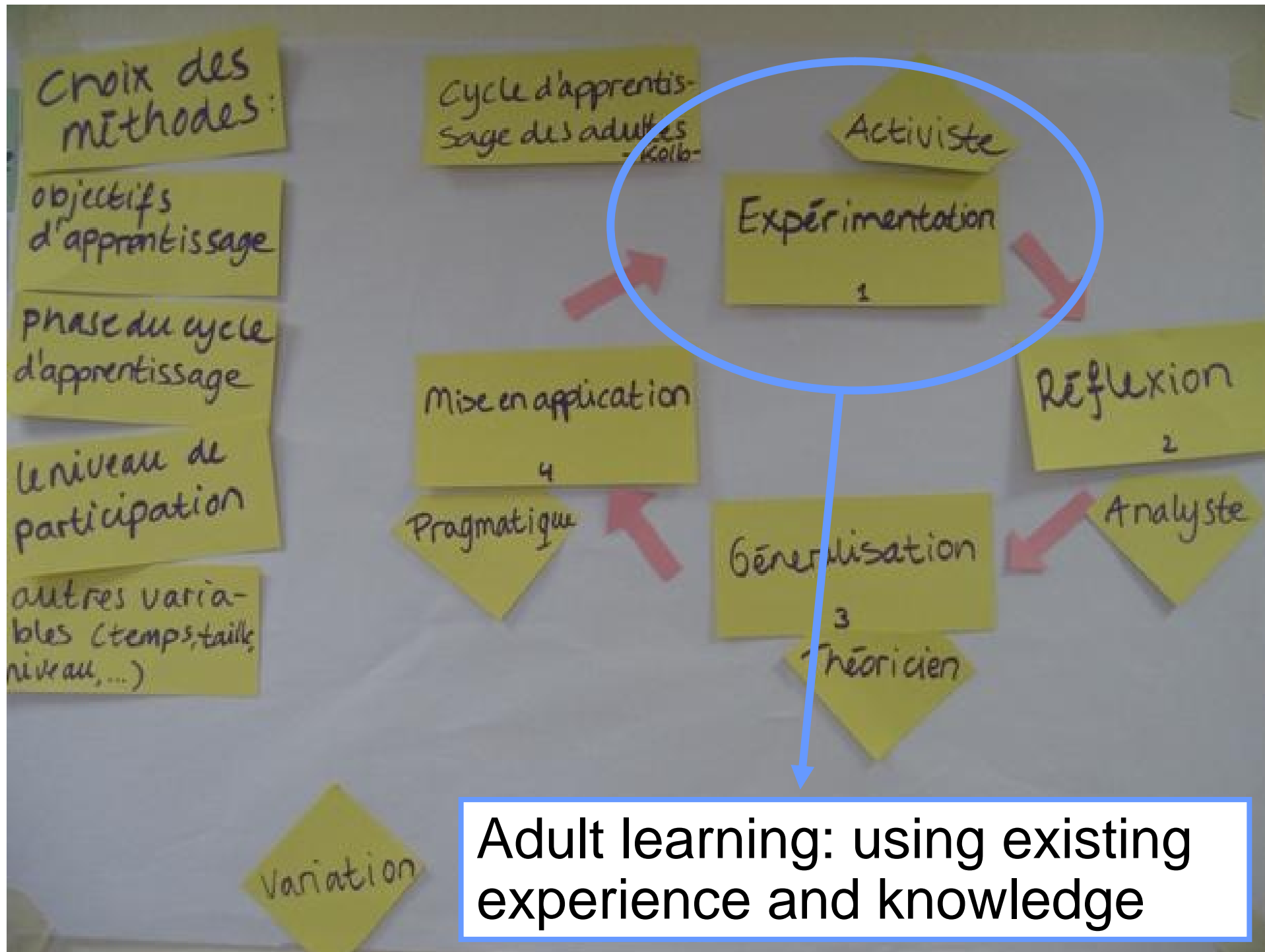
Phase 2: National Pilot Sessions

- Each team prepares and executes its own 2-day training for members of the national EIA associations
- We are available for feedback/questions throughout preparations & execution (Email! Skype!)
- followed by one day of coaching with:
 - analysis of performance (individual & group)
 - 1:1 coaching
 - extra training, also upon request!



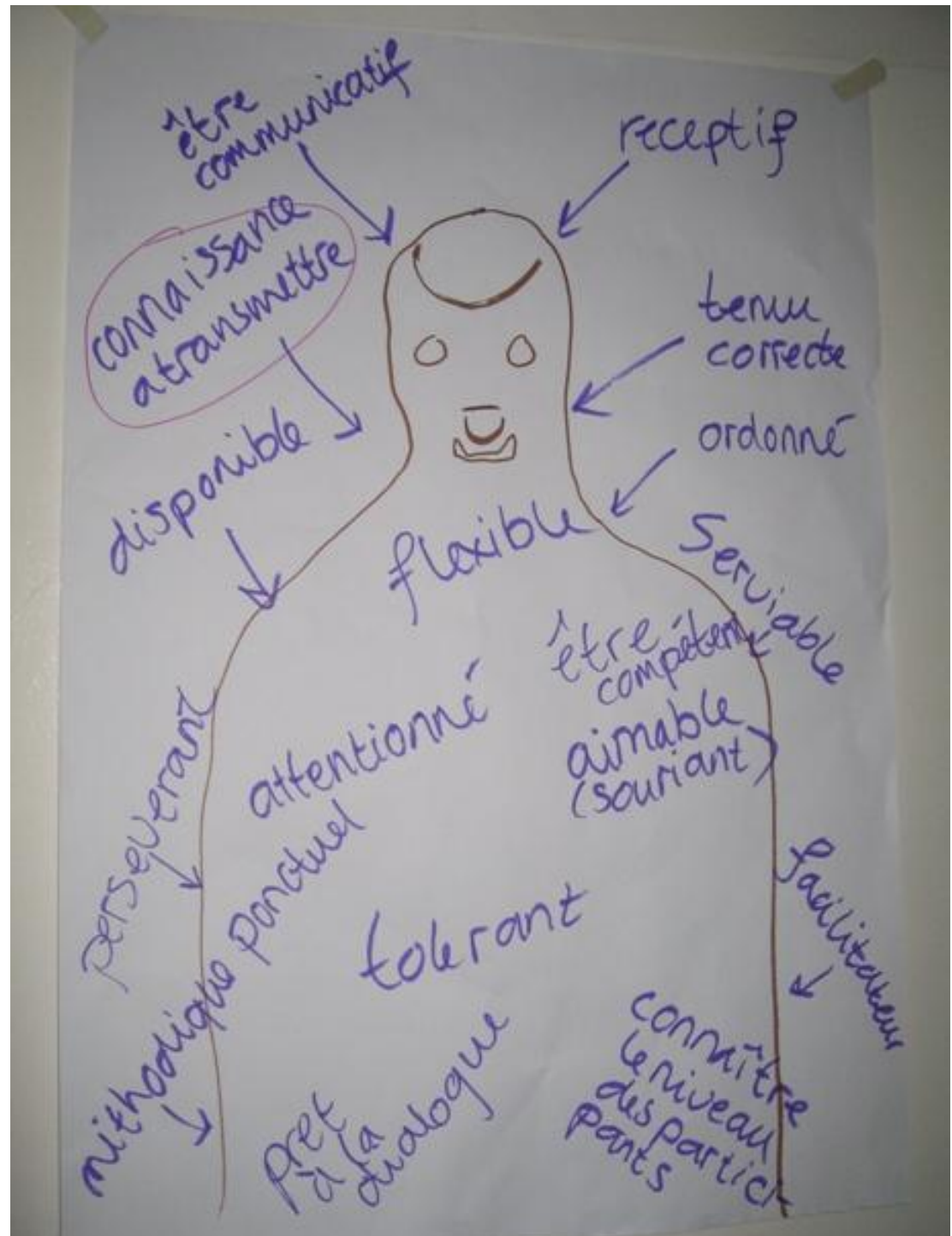
- exchange of experiences
- critical (self) analysis of performance
- strengthening of 'weaker' aspects
 - market place
 - role plays
- didactic materials
 - hand outs
 - visual report
 - journal
- national action planning





Example:

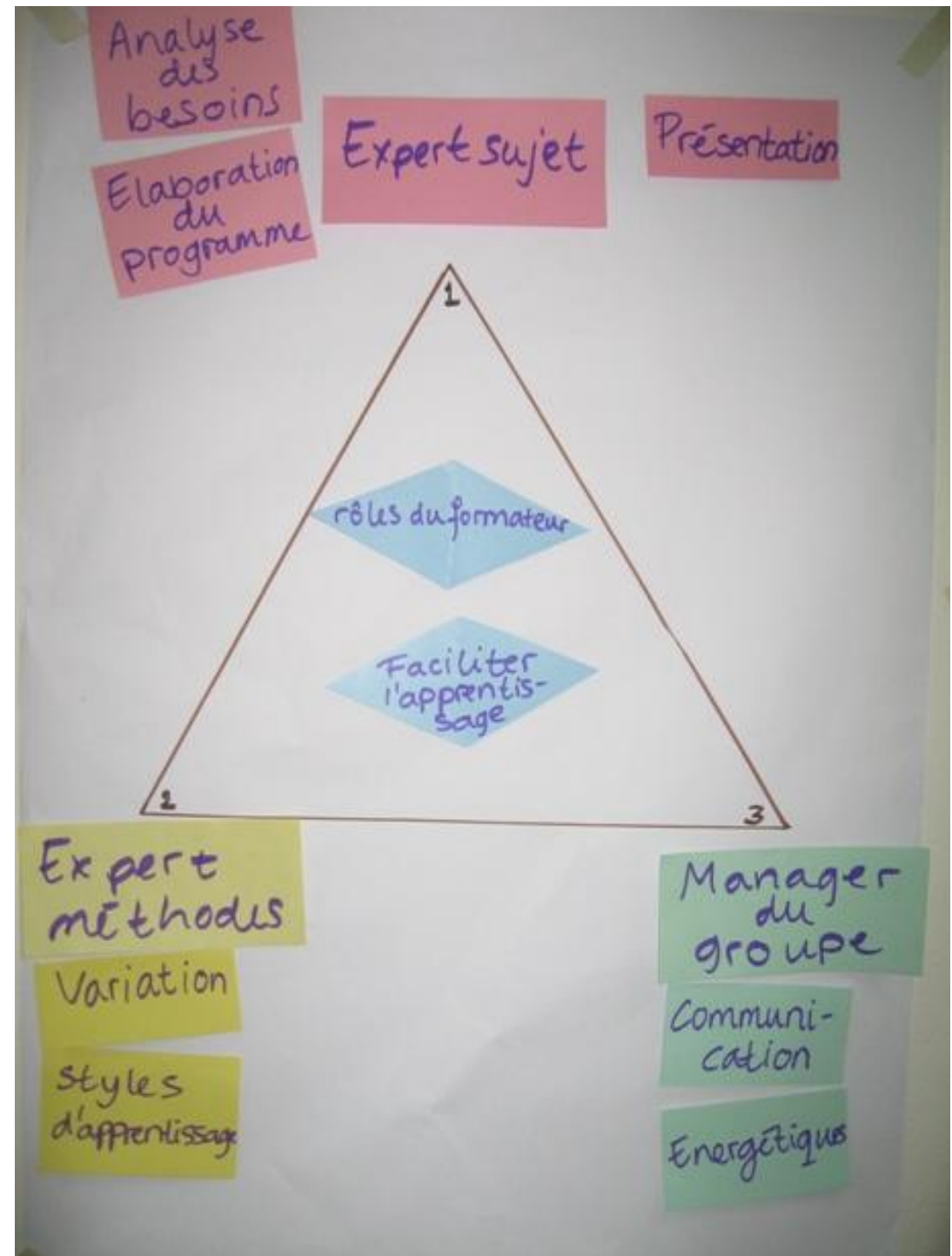
What makes someone a good trainer?





A good trainer:

1. Has **knowledge** on a subject
2. Has mastered **methods** to transfer that knowledge
3. And knows how to **motivate and involve** a group of participants



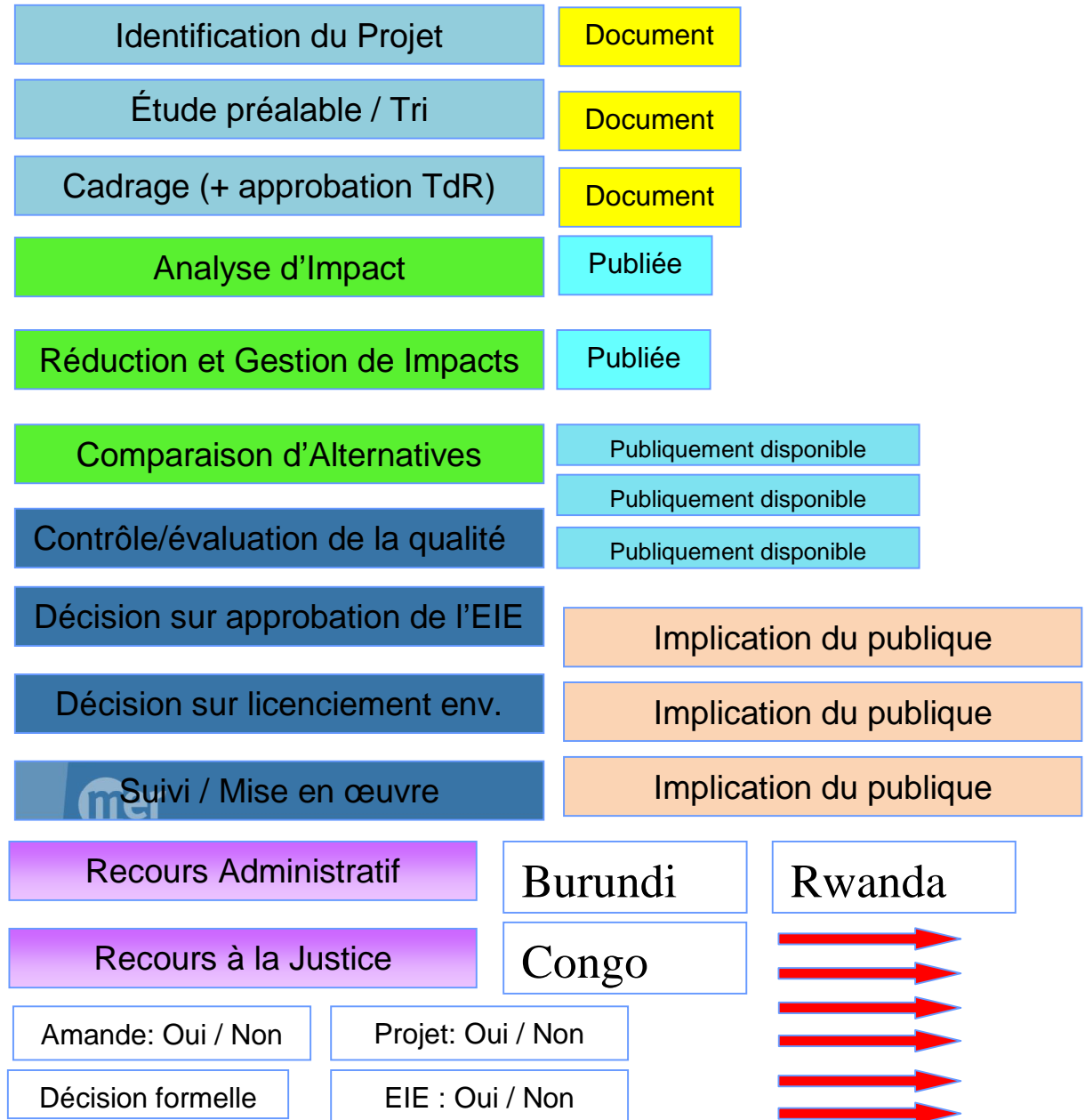


Another example:

With stickers participants built their country's EIA system.

Afterwards discussion:

- What are differences?
- Why do they exist?
- What should be different?





Variety changes the dynamics in the group...

Which is why we regularly changed the setup in the room...



... the seating arrangements (to prevent coalition forming or to stimulate teambuilding)...

... and did we often ask people to stand up and come to the front.

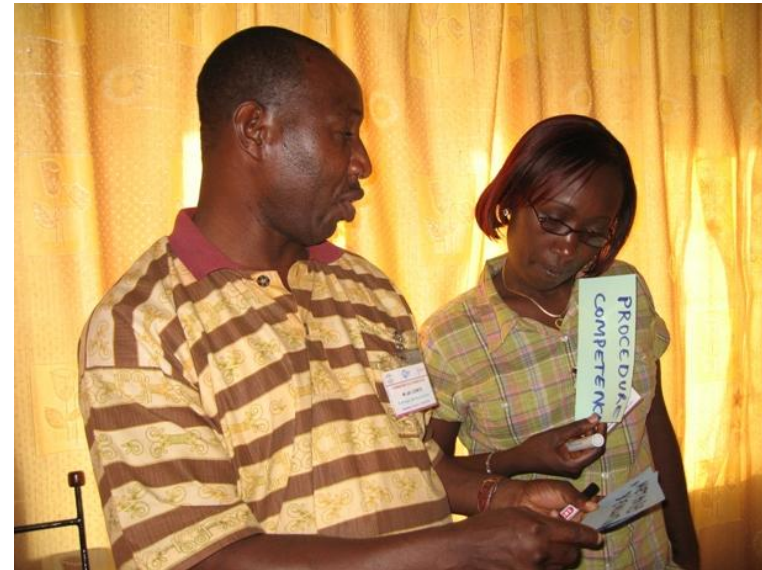


We showed different ways to present a topic...





... and we used many different facilitation methods.





Everyone together is responsible for learning.
Trainers and participants.

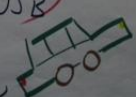
- RÈGLES DE JEU
- 1). DISPONIBILITÉ
 - 2). TÉLÉPHONE ÉTEINT
 - 3). DÉPLACEMENTS
 - 4). TOLÉRANCE
 - 5). CONCISION / PRÉCISION
 - 6). ÉCOUTE ATTENTIVE
 - 7). RESPECT MUTUEL
 - 8). RIGUEUR UTILISATION TEMP.

Rules of the game:
jointly listed

ASSISTANTS FORMATION

	j1	j2	j3	j4	j5	j6
Recapitulation	Jo	JF Faustin	Etienne JoD	Jean Gaspard	Juvena Bernadette Jean	David Irma
Animation	J.C.	Irma	Léon	JF	↓	Jeanine
Chrono + berger	Joel	Juve	Evariste	Jeanine	Léon	Gaspard
Logistique	Jacque	Jacque	Jacque	Jacque	Jacque	Jacque
Evaluation	Jo	Bernadette David	Irma Joel	J.C. JoD	Faustin J.F	Jo
Couple royal	Gaspard Emmanuel	Jeanine JoD	Evariste Etienne	J.F Faustin	Joel Irma	Léon Jean

Everyone helps

- Garage
- Simplifier la Dem de la télévisi
pour informer le public sur
l'atelier
 - Le Formateur et Professeur
 - UN PETIT TOUR DE LA
VILLE
 - Avoir les photos prises lors de la
formation sur DVD.
 - POSSIBILITE D'AVOIR LES
PPT SUR CLÉS USB
- 

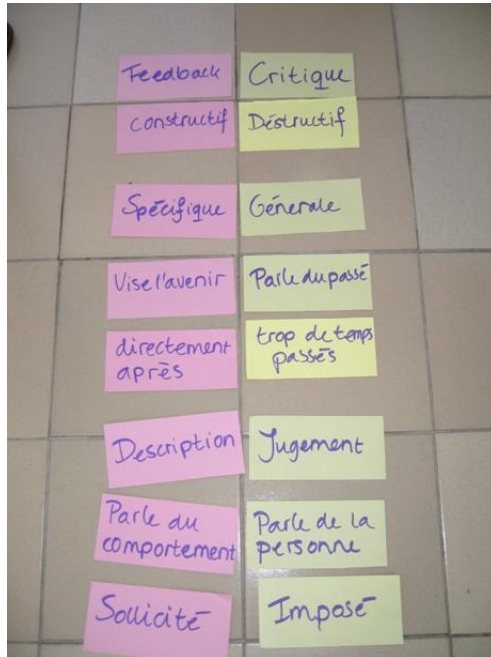
Anything unclear?
Not discussed? Put it
in the 'garage'!

In-between sessions and after breaks: 'énergétiques'



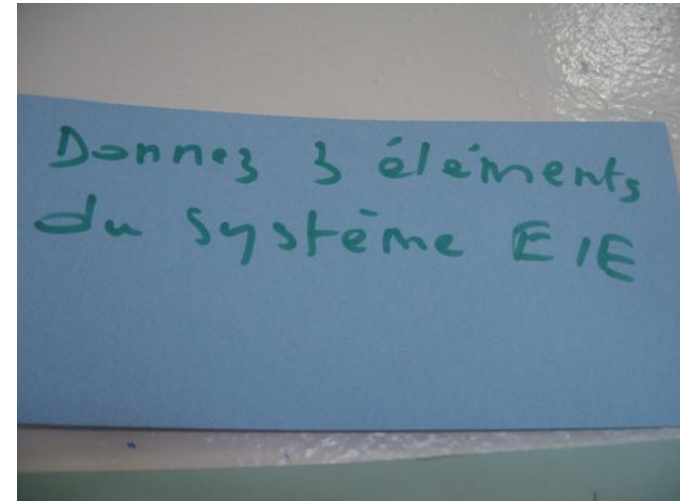


Recap: to test the level of understanding and knowledge of a treated subject



At the end of the day:
which concepts
belong together?
Why?

The next
morning:
cards with
questions



At the end of
the training:
how exactly did
we set up the
programme?
Why?

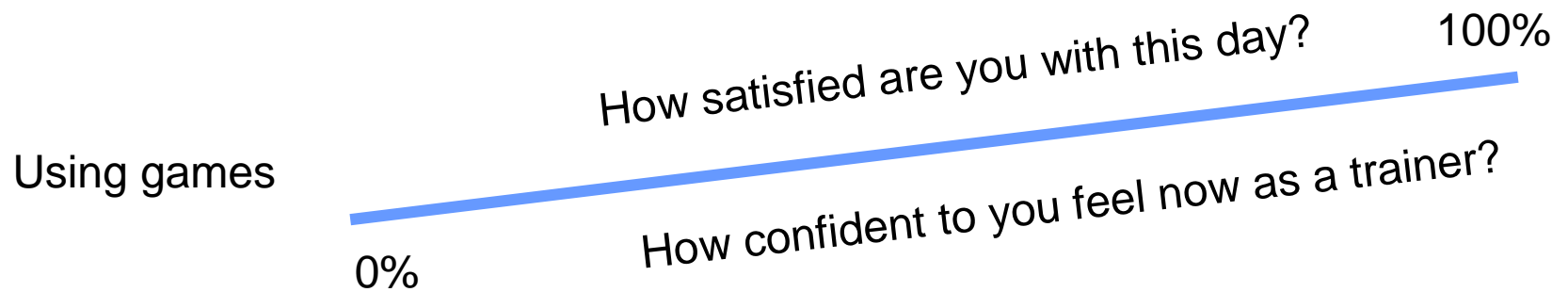




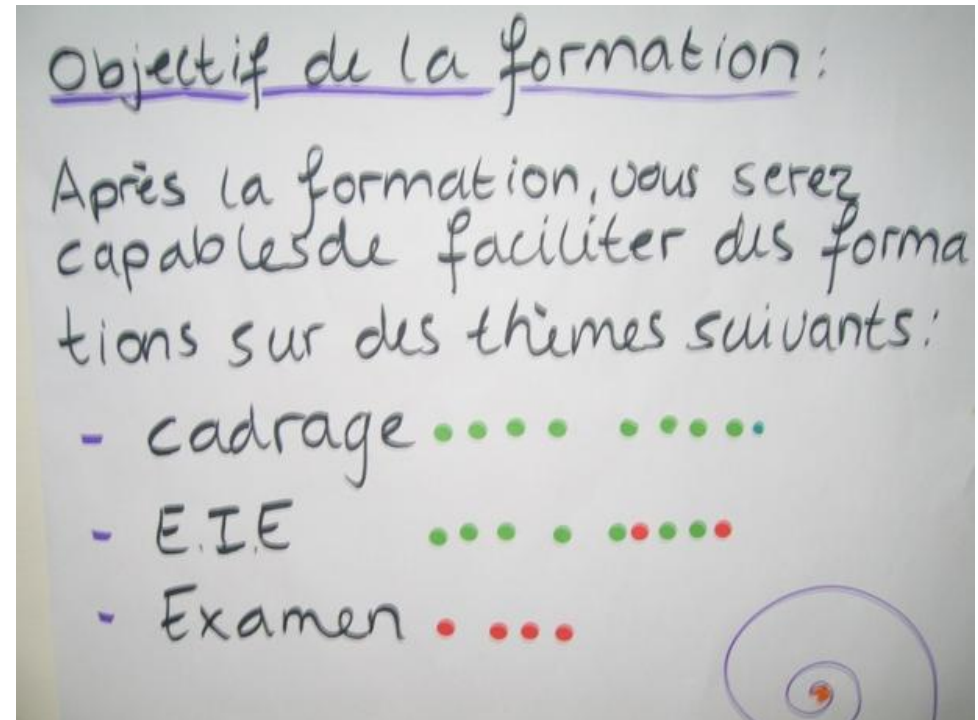
Evaluation: how did participants appreciate the session? Measuring the level of satisfaction

	Jour 1		
	😊	😐	😞
Contenu			
méthodes facilitation			
Votre Participation			
restauration/Logistique			
Logement/salle			

Barometer



And at the end of the training:



Was the objectif reached?

To what extent were your expectations met?

And finally, the evaluation form.



Key lesson: Importance of Coaching

Despite intense approach of ToT, further coaching still required in practice:

- during preparations
 - via email: we provide feedback on training plans, trainer's notes et cetera
- during sessions
 - in person: we attend training sessions and have coaching sessions with the team, during and after the training
- and for planning
 - annual monitoring visits to discuss implementation of annual plan, and future plans



And what's next?

- each country now has its national team of EIA trainers
- and a training annual plan
- they can apply for funding for the organisation of training sessions
- 5 out of 6 already have
- methods and trainers are also being used in other seminars
- as well as in daily work, at the universities
- expectation: continued coaching still required...
... but less and less so





Thank you!

