



What?

The aim of the training is to provide candidates with the tools and ways of working necessary for planning and implementation of IFRC international responses in support of National Societies, and in line with the current IFRC international Response strategy and Framework, with particular focus on leading the assessment and coordination of the initial response.

Why?

The training aims to expand and build additional response capacity and depth in the pool of available and qualified individuals who will assume a leadership role in leading or serving as a technical sector lead or Team Leader on a Surge mission.

Who?

The Selection Committee (Surge Desk HQ and Regional Offices, Surge Learning Team and the National Society hosting the training) will select the participants for the course according to the written application form received, their CV, and a rigorous selection criterion, keeping in mind regional, gender and technical expertise balance.

Selection Criteria:

1. Minimum 3 years of field experience with an extensive background in disaster and crisis response and management, including sectorial response.
2. Experience of working within the RC/RC Movement, including in emergency management.
3. International humanitarian response experience is an asset.
4. Experience of working in a multi-discipline and multi-national teams.
5. Experience of working effectively in highly stressful circumstances.
6. Experience of working with National Society counterparts, including during major emergencies.
7. Experience in communicating messages to wider audiences, including briefings and reports.
8. Be available for a deployment at least one month during the next 24 months period.

9. Fluent in both written and spoken English.
10. Knowledge of other languages is an asset.

Training Journey

The training targets the following core competencies:

1. Movement Context, Principles, And Values
2. Coordination
3. Assessment
4. Direction Setting and Quality Program Management
5. Collaboration And Teamwork
6. Interpersonal Communication
7. Personal Resilience

The training journey includes

1. A Self-Learning online period, where different mandatory subjects are addressed, and knowledge is tested.
2. An eight-day face-to-face course with a lot of practice, experiential learning, a table-top exercise, and a field exercise. The process is supported by Learning Focal Points, providing individual feedback.
3. At the end of the training, each participant will develop a Personal Development Plan for the future, with support of their Learning Focal Point. It is expected that the CAP participants will continue their development based on the Personal Development Plan for up to the following 12-24 months while a deployment opportunity arrives for them.
4. At least one 4-week mission in a coordination role should be undertaken in the next 24 months to finalize the CAP process. CAP participants must follow mandatory steps to end the mission with the provision of handover report, mission feedback and mission appraisal.

When?

The exact agenda and schedule are updated for each CAP training and hence will be provided to you separately. But to help you prepare and to give you a rough estimate on how the training days will be managed, a draft schedule from one of our recent CAP trainings is given below.

Please be mindful that the schedule you receive for your own cohort might be different from this draft schedule.

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	
Participants Arrival / Facilitators preparation Day 2	1. IFRC Rapid Response updates & others - 30'	Participant led RECAP / Daily Flight Plan / Baruna Update / Learning Review			FieldEx		28. Q&A before presentations?? 30'	
	2. A NS before and after a disaster. Working with IFRC - 90'	8. Scenario Building 90'	12. Recovery and Integrated Planning 90'	18. Q&A about PoA - 30'	FieldEx	26. Coordination Meeting	29. PoA Presentation to Stakeholders & Feedback 120'	
				19. Preparing PoA presentation - 60'				
	BREAK	BREAK	BREAK	BREAK				BREAK
	3. Rapid Response Mission & Walk through Tools & Plan of arrival - 90'	8. Scenario Building 90'	NON-CORE Coordination soft skills 30' + 13. Ethics, The Dilemma 60'	20. PoA Presentation to Stakeholders & final Feedback - 90'				30. Technical feedback Q&A for all 60'
	LUNCH	LUNCH	LUNCH	LUNCH				31. Exiting Field Exercise 30'
	4. Secondary Data & Information Management - 90'	9. Response option Analysis 90'	14. Developing a PoA - (Theoretical) 90'	NON-CORE 21. Handover and closing your mission 30' + Introduction of the 'recovery audio' from Ops. Manager - 30'				LUNCH* with facilitators with its groups for peer feedback
				22. Lessons Learned from Week 1				32. Cont. with Peer Feedback & Adjourning (during lunch) Closing session; post-test; course evaluation
								BREAK
00. Introductions / Agenda / Objectives & Methodology / Expectations / Materials / LFP & Appraisals	5. Primary Data collection & Analysis - 90'	10. NON_CORE Support Services 90'	15. Developing a PoA - Group work - 180'	23. Feedback Survey / FieldEx Briefing - 60'		24. TL / DTL Support meeting	FieldEx	LFP final sessions
LFP session 1	Participants' Feedback	Participants' Feedback	16. PoA Feedback - 30'	SOCIAL OR FREE EVENING Suggested for LFP time with mentees				
DINNER	DINNER	DINNER	DINNER		DINNER	DINNER		
LFP session 1 - Cont.	7. Experience sharing -- getting to know each other? 90'	FREE	17. Cont. Developing a PoA 90'		25. JTF CALL	27. JTF CALL	Participants departure / Facilitators meeting / Optional closing dinner	

What Else?

If you have any further questions or confusions on CAP, please reach out to surge.learning@ifrc.org



CAP training in Bulgaria, 2019.