

Training Schedule 2010

Leadership Development Program (LDP)			
LDP Module 1	15-19 Feb	\$1,200 for the whole program	For mid-level and senior Cambodian managers: increase your confidence in exercising leadership; enhance inter-personal communication skills. Gain practical experience in working holistically with teams and communities. Learn to work with the in-congruence between development values and traditional values; the cultural and social helps and hindrances to learning; and power, patronage; trauma, development processes in the Cambodian context.
LDP Module 2	22-26 March		
LDP Module 3	7-11 June		
LDP Module 4	2-6 Aug		
LDP Module 5	27 Sep-01 Oct		
Leading from within			
Leadership Retreat	8-11 Nov	\$250	Residential retreat for development practitioners to reflect on their work, practice collective learning and (re)discover their own inner leadership.
Advanced Managers Development Programme (AMDP)			
<i>Management development programme to enhance your staff's personal and managerial effectiveness.</i>			
Organisational Structure & Policies	06-10 Sep	\$250	Tools and skills for the effective functioning of organisational structure & policy
Managing your People	18-22 Oct	\$250	Effective HRM tools for managers to better impact the performance of their organization
Managing Change	13-17 Dec	\$250	Improve your ability to effectively handle & manage change in your organisation
Financial Management <i>Tools and skills needed to effectively and efficiently manage your organisation's finance</i>			
QuickBooks for NGOs	3-7 May	\$250	How to improve your organisation's finance management with QuickBooks
Finance Management for Non-Financial Managers	13-16 July	\$250	Finance management knowledge and tools that allow programme and programme support staff to manage their work more effectively and to draw finance data into planning and decision making.
Finance Management for Finance Managers	13-17 Sept	\$250	Tools and skills that allow finance managers to strategically manage the organisation's finances and inform management team decision making
Project Management <i>Courses to help you manage all aspects of the project cycle</i>			
Project Management	27 Sep-01 Oct	\$220	Skills, tools & techniques to plan, organize direct and control project activities and to understand the role and responsibilities of a project manager
Project Planning	22-26 Mar	\$220	Better perform project planning responsibilities, develop and use plans, including preparation of operational plans
Project Cycle Management	29 Nov-03 Dec	\$220	Tools & Skills to initiate, plan, execute, control and close projects successfully
Monitoring & Evaluation	24-28 May	\$220	Prepare & lead the process of monitoring & evaluation for your organisation's projects
Project Planning, Monitoring and Evaluation	28 Jun-02 Jul	\$220	Prepare project planning & lead the process of monitoring & evaluation for your organisation's projects
Strategic Planning	01-05 Nov	\$220	A practical course for analysing the organisational situation and operating context to inform strategic planning and project identification process
Core Management Skills <i>Management essentials to ensure your organisation can thrive as desired.</i>			
Staff Management	07-11 Jun	\$220	Enhance your ability to manage your staff
Report writing	10-12 May	\$150	Write quality reports that effectively communicate to your stakeholders
Fundraising & Proposal Writing	23-27 Aug	\$250	A practical writing course – prepare a proposal for fundraising by developing both the conceptual project framework and detailed donor information
Facilitation and Learning			
Training of Facilitators	25-27 Oct	\$150	Sharpen your facilitation skills and become effective at managing small and large group processes
Participatory Impact Assessment	25-29 Oct	\$250	Prepare and lead participatory impact assessments to obtain information about the effectiveness of your organisation's services provided to target groups
Community Conversation	29 Jun-1 Jul	NA	Invitation only – a participatory approach of co-learning among facilitators, communities and NGO and Government development practitioners
Learning to Learn	30 Jun-02 July	\$150	Overcome personal and traditional learning constraints; know how to avoid getting stuck; try out new and creative ways of learning in your work and personal life
Critical Thinking Skills	10-12 Nov	\$150	Experiential course that will sharpen your analytical thinking skills and introduce you to systems thinking

For further information please contact: registration@vbnk.org or 023 722 115 or website: www.vbnk.org