



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.

	MODULE 1	MODULE 2	MODULE 3	MODULE 4	MODULE 5	MODULE 6		
	RELATIONAL	IFRC TOOLS & PROCESSES	ASSESSMENT	COORDINATION	PLAN OF ACTION	FIELD EXERCISE		
	Sun, Jan 22	Mon, Jan 23	Tue, Jan 24	Wed, Jan 25	Thu, Jan 26	Fri, Jan 27	Sat, Jan 28	
	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	
Participants Arrival and Registration / Facilitator preparation	1. IFRC Rapid Response updates - 30'	Participant led Recap / Daily Flight Plan / Baruna Update / Learning Review					28. Q&A before present 30'	
	2. Strengthening NS- 90'	8. Scenario Building 90'	12. Transition to Recovery 90'	18. Q&A about OS - 30'	FieldEx	26. Coordination Meeting	29. OS Presentation to HNS 90'	
				19. Preparing OS presentation to stakeholders - 60'				
	BREAK	BREAK	BREAK	BREAK			BREAK	
	3. Deployment & Plan of arrival - 90'	8. Scenario Building 90'	13. Soft skills for Coordination 90'	20. OS Presentation to Stakeholders & final Feedback - 90' - Anna				ENDEX + After action review 90'
	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH	OPTIONAL LUNCH	
	4. Information Management and Secondary Data - 90'	9. Response option Analysis 90'	14. IFRC planning tools: The EA Ops Strategy 90'	21. Handover, exit strategies and EoM 30'	FieldEx	FieldEx	32. Course Closure 90'	
				22. What have we learned so far 30'				
	BREAK	BREAK	BREAK	BREAK	BREAK	BREAK	BREAK	
	0. Introductions / Agenda / Objectives & Methodology / Expectations / Materials / LFP & Appraisals 180'	5. Primary Data and Analysis - 100'	10. NON CORE Support Services 90'	15. Developing an OS Group work - 180'	22. Cont. What have we learned so far 30'	25. TL / DTL Support meeting	FieldEx	LFP final sessions
23. Feedback survey Course content - 30'								
6. Global Strategic Coordination 80'		11. Coordination country level 90'	Transportation to...?					
Participants' Feedback	Participants' Feedback	Participants' Feedback						
DINNER	DINNER	DINNER	DINNER	DINNER	DINNER	DINNER		
LFP session 1	7. Experience sharing 90'	FREE	15. Developing an OS Group work - 90'	24. Field Exercise Briefing - 30'	JTF CALL	JTF CALL	Closing dinner and social evening	
				LFP session 2				

What Else?

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



CAP training in Bulgaria, 2019.