



# University of Medical Sciences and Technology (UMST)

## Professional Diploma in Management of Non Governmental Organizations ( NGOs )

*P.O. box: 12810 Khartoum Sudan  
Fax: +249 1 83 224799*

*Tel: +249 83 224175/ 83 228614  
E-mail: [amst33@hotmail.com](mailto:amst33@hotmail.com)*

*[www.umst-edu.org](http://www.umst-edu.org)*

# **Professional Empowerment of National NGOs and CBOs for a Global Harmonized Pattern**

Presented By:

Dr. Samiha A/ Baker

## Introduction:

- Since early history Sudanese community is generally volunteer-driven, co-operative structure.
- Thus we believe on the importance of non-governmental organisations (NGOs) and community-based organisations (CBOs) as the force of maintaining peace and development.

## Why Empowering National NGOs and CBOs

1. They are a core part of the local communities which means:
  - Fully aware of community's culture
  - Part of community beliefs, customs and traditions
  - Acquainted with community understanding and perception towards conflict, peace and development.
2. They can easily lead peace building , social change and sustainability as:
  - Having access
  - Right language (wording)
  - Build confidence
  - Close to the needs

3. They can mobilise and empower communities:
  - mobilize communities to identify what they have
  - Available resources can be put to better use
  - make linkages and partnerships
  - support and facilitation
  - Familiarize the community with the concepts such as; peace reconciliation, DDR ...etc.
4. expand knowledge and skills
  - To strengthen the community existing knowledge

# Empowerment for a Global Harmonized Pattern

1. Customize cultural misunderstanding and sensitivity
2. Raise awareness
3. popularize participation and involvement
4. Driven process of social change
5. Responding to needs and challenges
6. valuable links
7. capacity to implement projects
8. effective response for scaling up sustainability
9. Contribute with international NGOs

# Professional Empowerment of National NGOs and CBOs for a Global Harmonized Pattern

## Professional Empowerment

1. Popularize a proper understanding of voluntary and humanitarian concept
  - Professional training
  - Perception altruistic
2. Empower organization
  - Organization Structure
  - Individuals within the organization
  - Leading Local communities for participation
  - facilitates designing more responsive programmes

# Professional Diploma in Management of Non Governmental Organizations ( NGOs)

## Program objectives

- To **contribute** in strengthening the capacity of national and international NGO's staff to develop, and adapt a mechanism to **support** and increase the efficiency of the institutional and community based social services delivery, in the process of development and peace building in Sudan.
- Developing **skills and capacity** building of the participants and creating a team work spirit among them.
- Developing **common understanding** regarding the role of NGO's in achieving social development and related policy issues.
- Enhancing the **performance** of NGO's staff by acquiring the relative information about the voluntary work community and authority in different institutions.
- Development of functional promotion to the participant's skills to facilitate his/her **contact** with implementing agencies, donor agencies and involved agencies.



# Program impact

After the completion of the program the participants will immensely benefit from the program in:

- Strengthening proper **communication** skills whether verbally or orally, which increases the efficiency and support community based social services delivery, and create a team work spirit among organization's internal environment, international and national NGO's and related institutions.
- Active and positive **response** which is created by the course contents towards rural and semi rural societies, international commitments, developmental challenges and problems facing voluntary work.
- **Accurate** conceptual and applied skills of human resource management, administrative management, and organization culture and ethics.
- Financial and management accounting based on electronic system.
- **Ideal methods** of project management which will perfectly be acquired, with special concentration on project design, fund raising & follow up.
- Having a proper information of **NGOs spectrum** (national and international), institutional structure, scope and typologies.

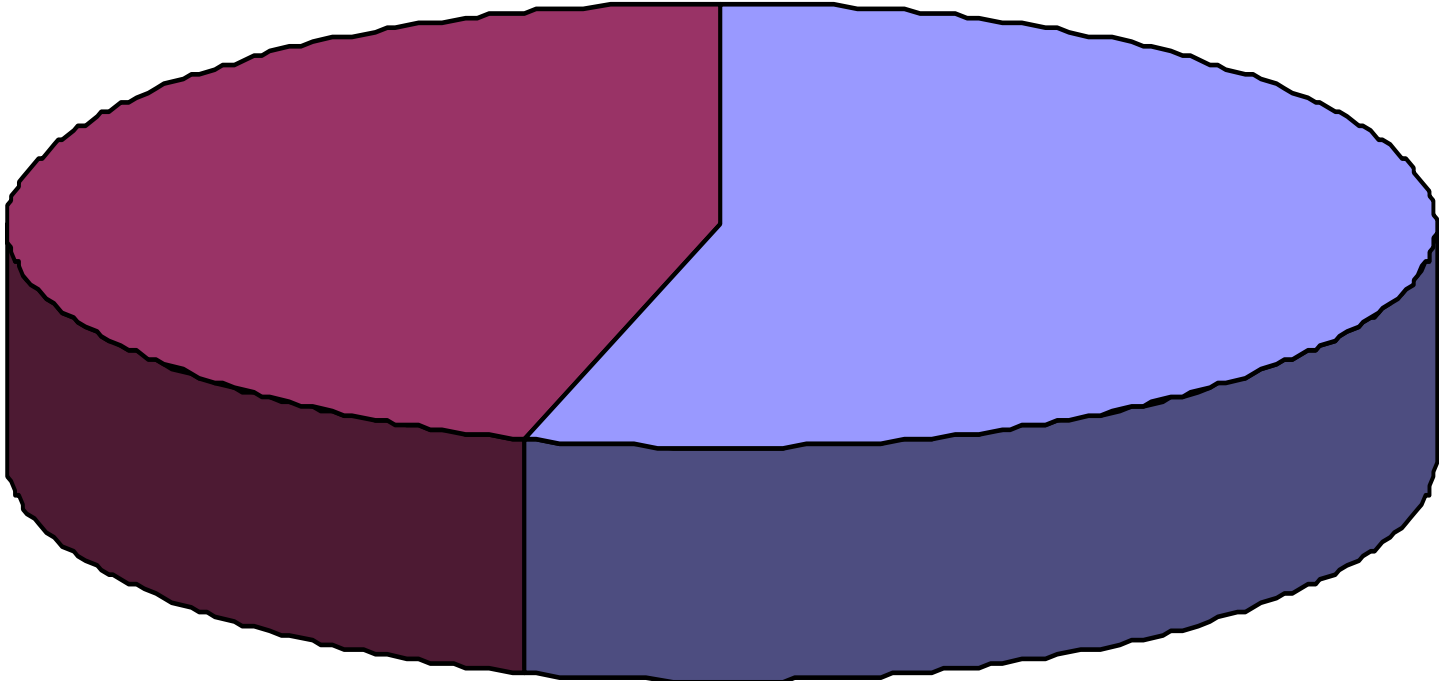
- Knowing how to **represent** the common interest of organization's community and the targeted group, and not pursuing the interest of only one member regardless of others.
- Wide scope of computer skills, community health culture, and remarkable package of English knowledge and practice.
- **No harm**, managing disasters, managing stress work, by identifying and understanding potential problems.

The program has regular set of guest speakers on related topics, which will support the release of the professional experience together with the course content

## Program Graduates March 2006 – January 2012 (19 Batches)

| Batch No .   | Total      | Male       | Female     |
|--------------|------------|------------|------------|
| 1            | 22         | 12         | 10         |
| 2            | 37         | 29         | 8          |
| 3            | 26         | 17         | 9          |
| 4            | 43         | 23         | 20         |
| 5            | 39         | 19         | 20         |
| 6            | 16         | 10         | 6          |
| 7            | 39         | 23         | 16         |
| 8            | 43         | 25         | 18         |
| 9            | 50         | 19         | 31         |
| 10           | 35         | 18         | 17         |
| 11           | 36         | 15         | 21         |
| 12           | 31         | 15         | 16         |
| 13           | 28         | 9          | 19         |
| 14           | 42         | 11         | 31         |
| 15           | 23         | 8          | 13         |
| 16           | 29         | 10         | 19         |
| 17           | 21         | 6          | 17         |
| 18           | 15         | 4          | 11         |
| 19           | 24         | 6          | 18         |
| <b>Total</b> | <b>599</b> | <b>279</b> | <b>320</b> |

# Program Graduates March 2006 – January 2012 (19 Batches)



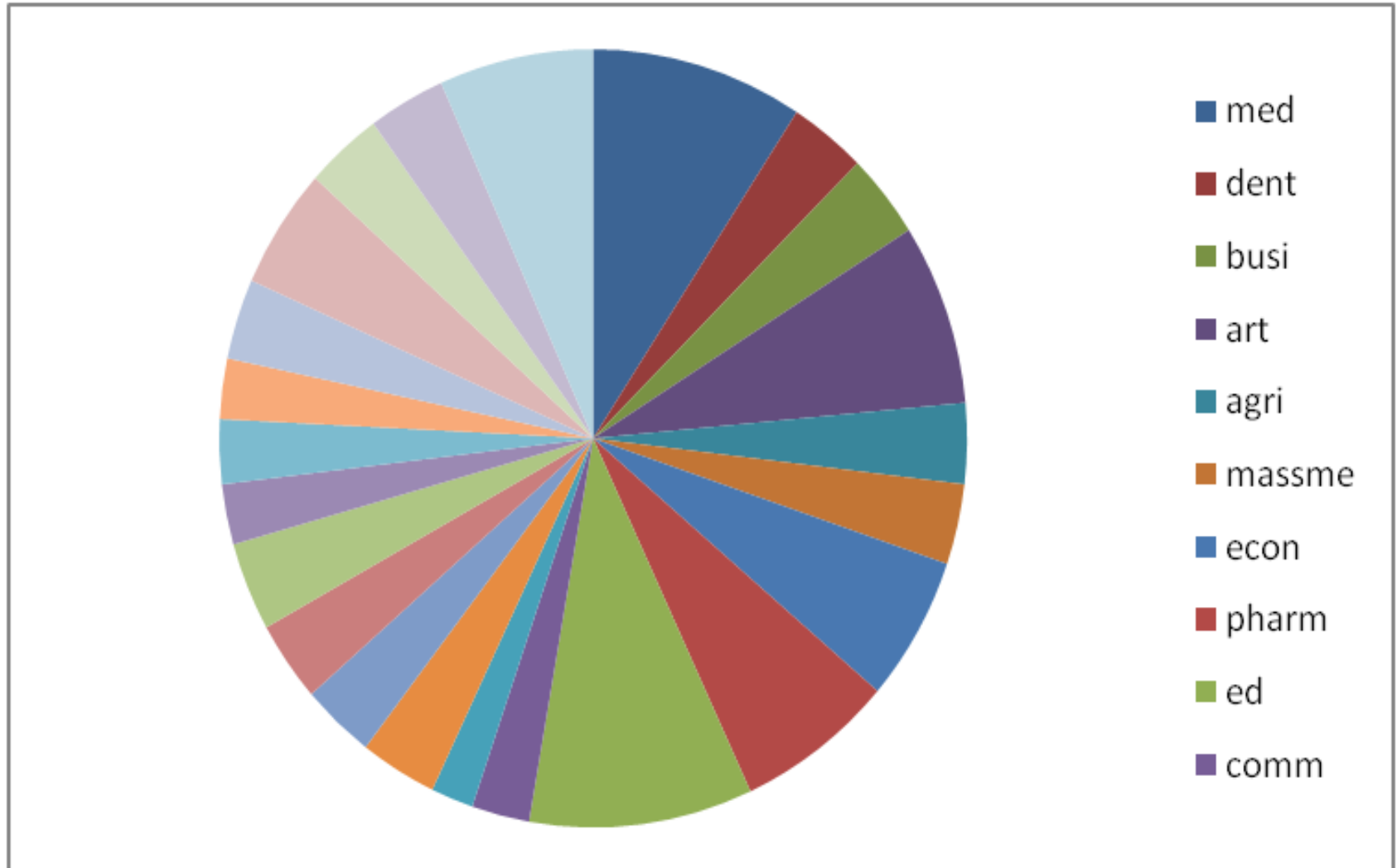
1. Males Participants

2. Females Participants

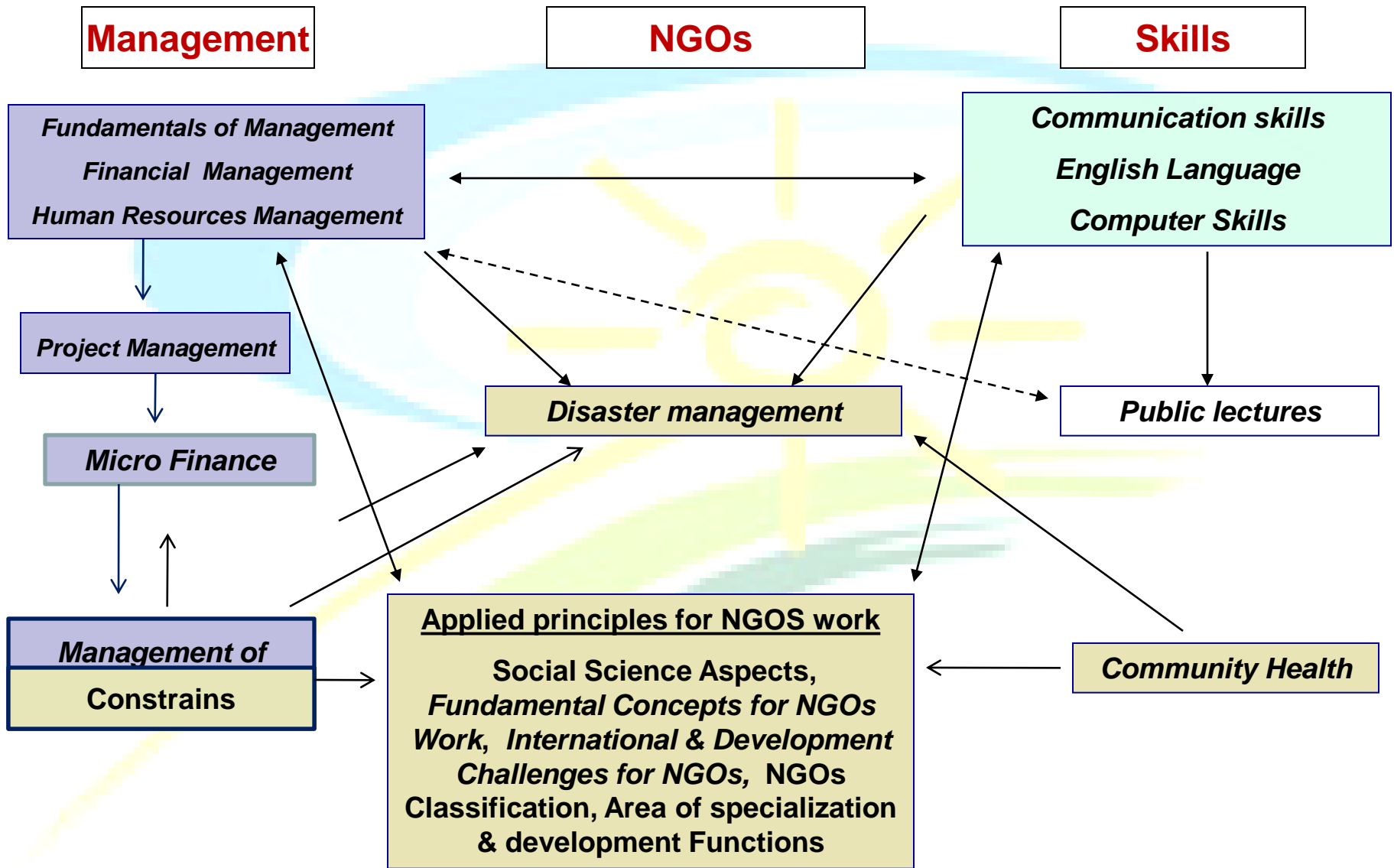
# Participant Academic Background

| No. of Participants | Specialization          | No. of Participants | Specialization        |
|---------------------|-------------------------|---------------------|-----------------------|
| 55                  | Medicine                | 19                  | Psychology            |
| 20                  | Dentistry               | 20                  | Computer              |
| 21                  | Business administration | 22                  | Banking               |
| 45                  | Art                     | 15                  | kindergartens         |
| 20                  | Agriculture             | 16                  | Accounting            |
| 20                  | Mass media              | 15                  | IT                    |
| 36                  | Economics               | 20                  | Social Sciences       |
| 41                  | Pharmacy                | 3                   | Engineering           |
| 58                  | Education               | 20                  | Physics               |
| 15                  | Commerce                | 20                  | Chemistry             |
| 11                  | Veterinary              | 40                  | Community Development |
| 20                  | Law                     |                     |                       |

# Participant Academic Background



# Program Structure



# Management

## **Human Resources Management**

- Fundamentals of human resource management
- Employment planning and job analysis
- Recruiting and the function of selecting
- Socializing orienting & developing employees

## **Management skills**

- Basic Strategic perspective & implementation,  
Functions of Management,  
Structuring organization,  
Resource deployment

## **Financial Management**

- Introduction to Financial Accounting:
- Recording of financial transactions.
  - Financial Reporting:
  - Budgeting & budgeting control system.
- Cost allocation and project costing system.
- Relevant costs for decision making process.

## **Public lectures**

- Planning & strategic management
- Social Marketing
- Budget as a control device
  - leadership
- Social marketing

## **Project Management**

- Project design
- Project Cycle
- Fund raising
- Fund follow up
- Funds Problems
- Monitoring and evaluation

## **Management of constrains**

- Sustainability
- Logistics problems
- Do No harm
- Coordination
- politics problems
- Resource deployment

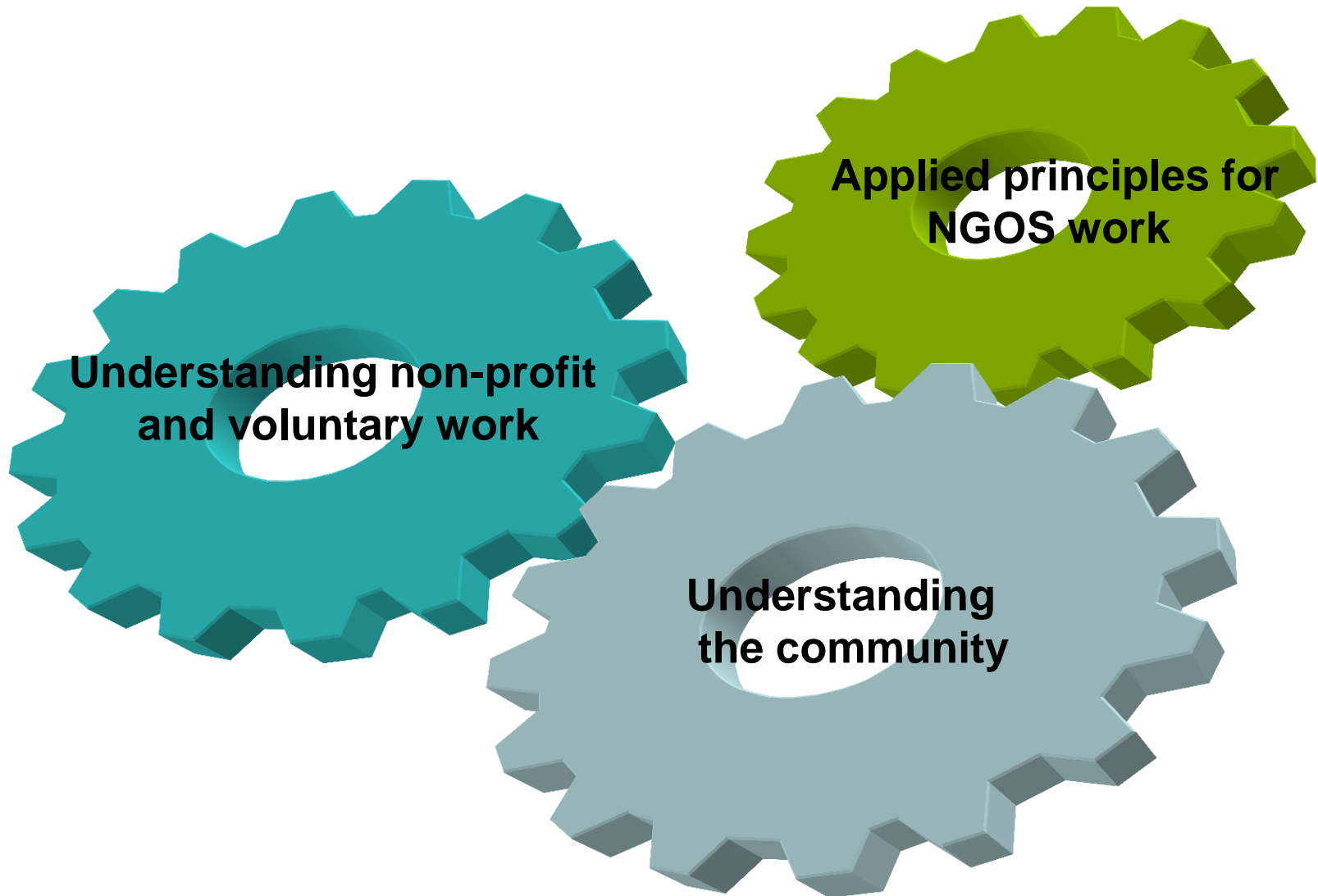
## **The electronic systems of Accounting**

- Sun system.
- Atlas system

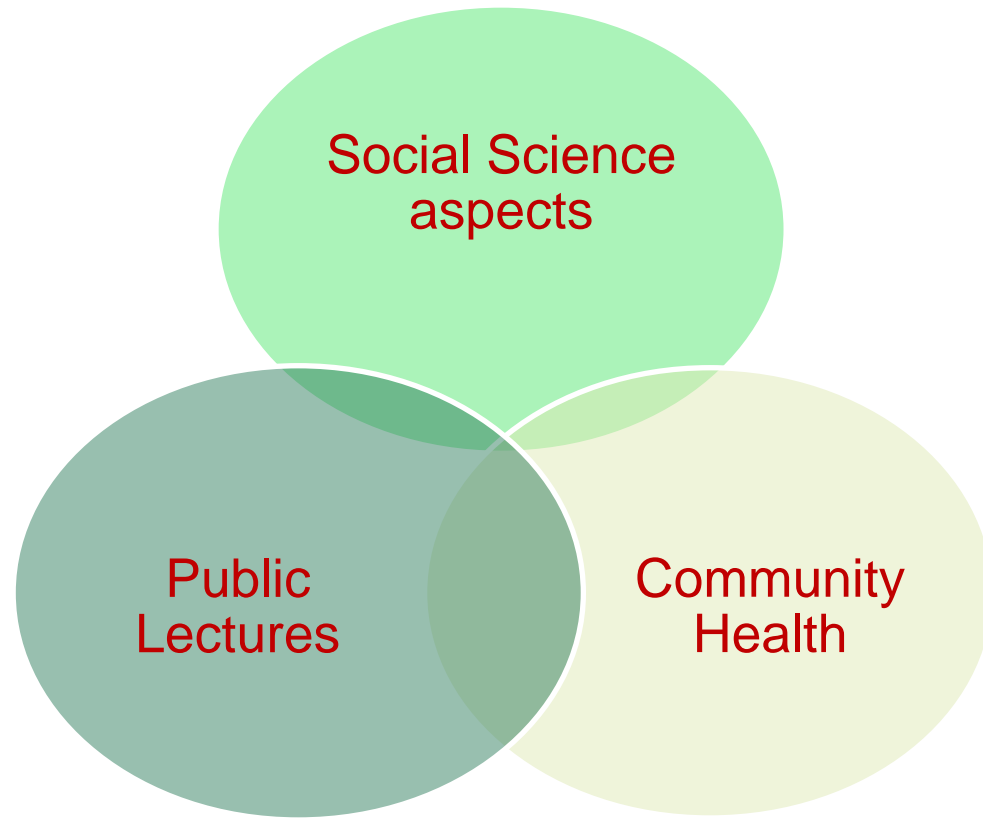




# Non Governmental Organizations



# Understanding the Community



# Understanding the Community

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graph TD; A([Understanding the Community]) --> B([Social Science Aspects]); A --> C([Community Health]); B <--> C; B <--> D([Public Lectures]); C <--> D;
```

## Social Science Aspects:

- Urban, rural and tribal society
- Social change
- Social research Methods
- Population Issues
- Concept of social development
- Tasks & values of social development
- How to conduct baselines survey
- How to conduct need Assessment Survey

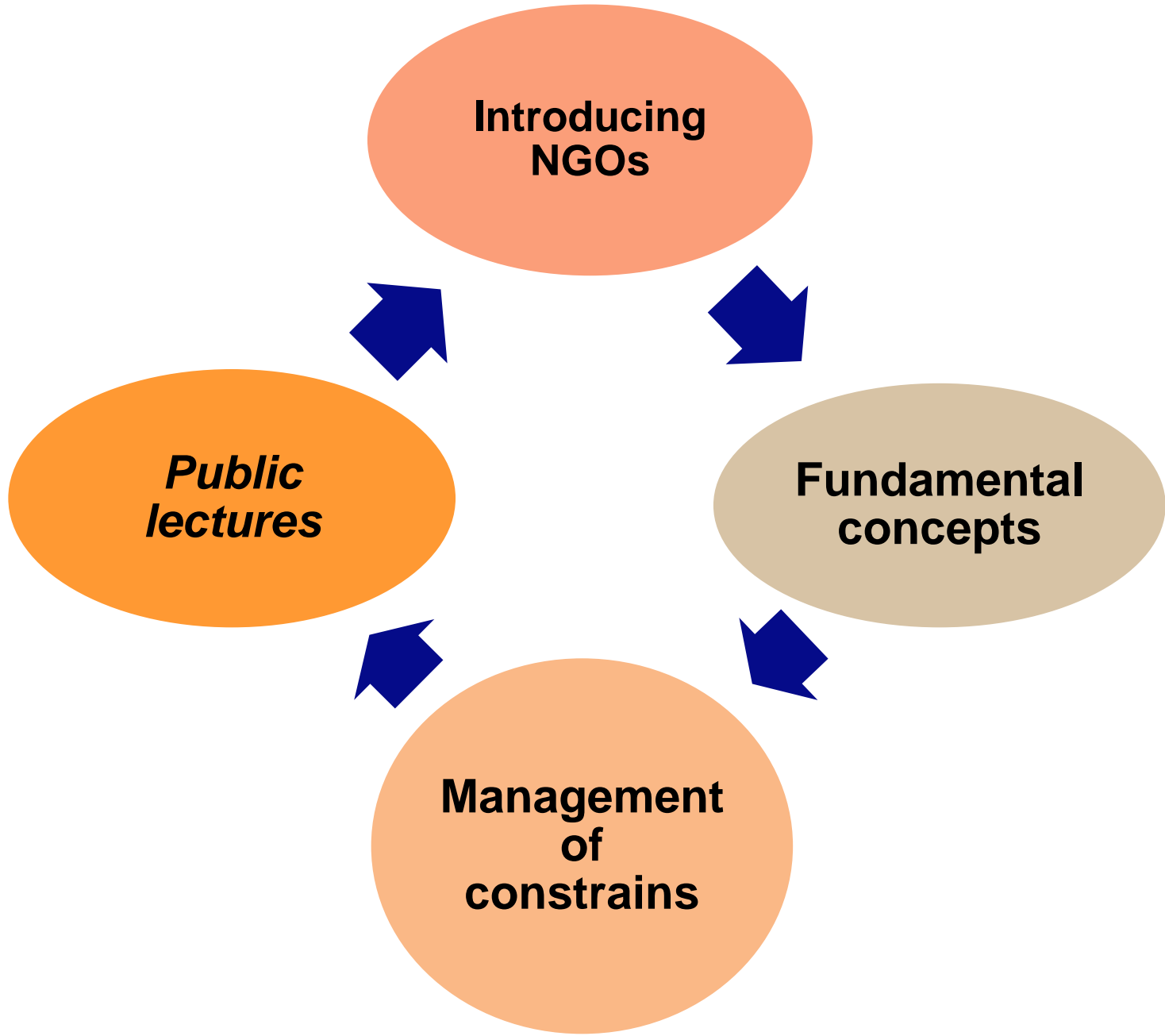
## Community Health

- Community Nutrition
- Medical Ethics in General
- Good/Bad Habits, FGM
- AIDS/HIV
- Healthcare for displaced and resettlement group
- Traditional healing

## Public Lectures

- NGOs & Community Development
- Participatory Rapid Approach
- DDR

# Understanding non-profit and voluntary work



### **Introducing NGOs**

- International relations
- International institutions
- NGOs, private sector
- Problems Facing National NGOs
- Lacks of Coordination  
between n National NGOs and CBOs
- NGOs in vacuum

### **Fundamental concepts**

- Voluntary work
- Ethics of humanitarian operations
- Net working & Coordination
- Partner ship
- Coordination
- DDR

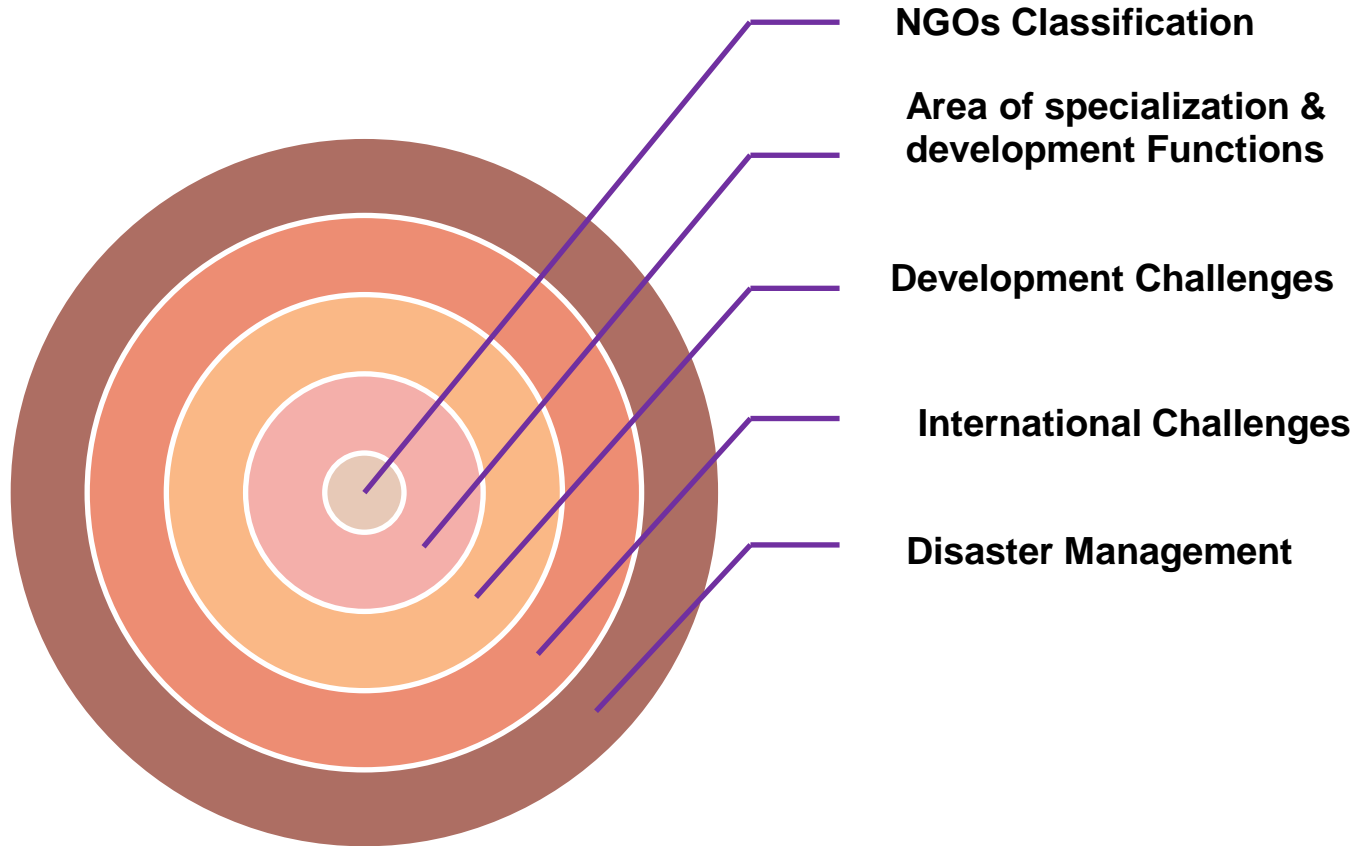
### **Management of constrains**

- Sustainability
- Logistics problems
- Know harm
- Coordination
- External problems (politics...)
- Resource deployment

### **Public lectures**

- Sudanese Experience in  
Voluntary Work
- Human Security Development  
-9education, shelter,..)

# Applied principles for NGOs work



# Applied principles for NGOs work

## NGOs Classification

- scope (National, International NGOs, CBOs)
- Activities & type of work
  - Approaches
    - \* Capacity Building
    - \* Income generation
    - \* Empowerment
    - \* Participation

## Development Challenges

- Peace
- Globalization
- Conflicts
- Urbanization
- Displacement
- Resettlement

## International Challenges

- Conferences and international commitments
- Human Rights
- Gender Issues
- Good Governance
- Millennium Development Goals

## Disaster Management

- Managing stress
- Identifying & understanding potential problems
- Skills for managing & defusing difficulties
- Disaster Reduction

## Public lectures

- Millennium Development Goals
- NGO's Spectrum in Sudan
- Civil Society Organization & Social Development

## Area of specialization & development Functions

- \* Relief
- \* Development
- \* Relieve & development

# Skills

## Computer Skills

- Word processing
- Data Analysis with Excel, spss
- Presentation with Power point.
- Project Management
- Ms Project



## Communication skills

- ✓ - Building effective communication skills
- ✓ - Communicating in crises
- ✓ - Communication Network
- ✓ - Mechanic of Writing
- ✓ - presentation
- ✓ -Self development (confidence building, time management, -Negotiation....etc)-

## English Language

-Social English

- Language and Use

-Discussions, argument, debate techniques

## Field Visits/Trips

- IDP Camps
- Local Communities
- Social institutions





# English Language

English is the main language of training in addition to that there is extra English sessions include:

- - Social English/ Informal English
- - Idioms
- - Formal speaking - Language and Use
- - Finance, Leadership, Values, Ethics - Language and Use
- - Fluency in written and spoken communication
- - Ability to construct and deliver logical, convincing arguments
- - Reading and responding to relevant written materials, articles, etc.
- - Presentation skills - planning and delivery
- - Relevant vocabulary, expressions, phrases
- - Discussions, argument, debate techniques
- - Individual written and spoken work

**Duration:**

12 weeks

4 days a week

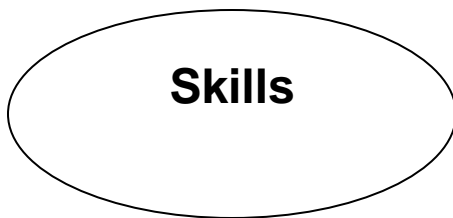
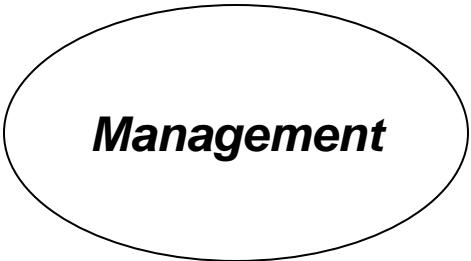
4 hours a day

Total       $\longrightarrow$       192 hours

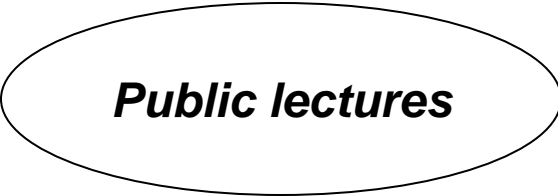
58 hrs

64 hrs

56hrs



14 hrs



# Assessment

- Presentation
- Team discussion
- Group assignment
- Evaluation questionnaire
- Effective grant raising
- Tests

# Program Output

- The total no. of participants till Feb. 2012 are **599**
- Participants comes from nearly all parts of Sudan (including Southern Sudan – 64 Participant).
- Seven Batches out of nineteen constitute NGOs & CBOs
- 37 work with international NGOs and 11 as volunteers
- 112 work as trainers
- Some participants build links with some social organizations, elderly residents, orphan houses..etc
- Others organize a free (non paid) capacity building programs for Youth

# Community Participation

- Batch 4 – IDPs Camps
- Batch 5 - Homeless Kids Residence
- Batch 7 - Jabel Awlia Camp
- Batch 9 - 3 Nile Islands
- Batch 11 – International Health Day
- Batch 13 – Hope Center
- Batch 14 - -Women Prison
- Batch 17 - -Orphan House
- Batch 18 – SOS Villages
- Batch 19 – Elderly Houses