

# **Transforming People, Transforming Communities (TPTC)**

## **Diploma Course on Community Development Management (CDM)**

### *Prospectus*

#### **Welcome:**

Share and Care Nepal is privileged to offer a Diploma in Community Development and Management(CDM). With the beginning of this training, a dream has been fulfilled. We are delighted to acknowledge your participation in the Diploma Course as you continue learning and sharing your experience we hope that you will be enriched in the process. We want to ensure you that we will do every effort to make your learning enjoyable. Your active participation in the entire event will be highly appreciated. Our staff and resource persons will be keen to look after your learning needs. We invite you to become a part of the Share and Care family and make differences with your presence in every challenging situation. Let us learn together and grow together.

#### **About Diploma Course on Community Development Management:**

Share and Care Nepal is a registered organization working primarily for the upliftment of the neediest people in remote and urban areas of Nepal. Over the past 26 years, SCN has been involved in conducting various short term courses for its community, partners, staff as well as international volunteers/students. While serving the communities as enablers and facilitators, we have learned many practical aspects of community development and management. There were requests from individuals and organizations as well as local churches to formalize our short term training programs. In response to these requests, SCN designed a Diploma Course in Community Development Management. It is expected that the capacity of individuals, organizations, and Churches will be strengthened in community development initiatives. We would also like to encourage and inspire the process of adopting the best development practices by all involved in community development.

#### **Purpose of the Course**

The course is aimed at equipping the community development workers with adequate knowledge and skill in community development. The theoretical knowledge and practical experience gained by the participants will enhance their professional competence for the effective implementation of the community development programs.

#### **Duration of the Course**

The duration of the training will be for one year. The entire training is divided into three phases; Residential, Online/Web-Based Learning & Community Lab/Field Based Application. In the first phase, web-based online participants will be sending the information, documents, and assignments about the course for four months and in the case of participants who did not access web-based facilities, reading materials and assignments will be sent by postal service. In the second phase, the participant will attend a residential course for five weeks. In the third phase, the participants will go back to their respective organizations who have sponsored them, for **four months**. During which SCN would follow up with participants as they implement their learning in their projects. They also apply their learning gained during the residential. Their learning will be monitored and support will be offered to them through visits or other means. On successful completion of the course, the participants will be awarded a diploma certificate.

## Learning Methodologies

Various adult learning tools will be used to facilitate learning. The online learning would include the reading materials and assignments through web base online and postal service. The residential learning would include lectures, group discussions, participants' interaction with each other and assignments, experience sharing from experts, and designing a project. The participants will be encouraged to make use of the resource material. The field-based learning would include opportunities to observe the practical implementation of community development concepts. The community-based resource persons would share their practical experiences. For experiential learning, the participants will be given field assignments to apply the new knowledge in the communities.

## Who will benefit from the Course?

Those program and management staff of organizations, who are working with rural/urban communities and who have the desire to facilitate community development activities but lack the perspective, in-depth knowledge, and skills will benefit from the program.

## Program Course Module

### Course Module - A Community

1. Understanding the basic of community
2. Understanding community dynamics
3. Understanding poverty and its relations to community
4. Challenges and approaches to poverty
5. Community need assessment
6. Community transformation approaches

### Course Module - D Skill Development

1. Presentation & Facilitation skills
2. Training design & delivery skills
3. Effective communication skills
4. Leadership skills
5. Report writing skills
6. Team-building skills

### Course Module - B Development

1. Understanding the principles and approaches of development *(During Online/Distance Learning)*
2. Community organization and mobilization
3. Community participation and resource mobilization
4. Government initiatives
5. Community empowerment
6. Local resource mobilization

### Course Module - E Thematic Subjects

1. Basic Education
2. Food Security
3. Churches that Make a Difference
4. Differently able people
5. Child rights
6. Disaster preparedness
7. Women Empowerment
8. Anti-Human Trafficking movement
9. Micro enterprises development
10. Environment and Sanitation
11. Cooperative Education
12. Community Health
13. Peace and Reconciliation

### Course Module - C Management

1. Introduction to the basics of project
2. Dynamics of project management
3. Proposal writing / LFA
4. Action planning
5. Project monitoring and evaluation
6. Human resource development

### Course Module - F Attitude & Behaviour

1. Personality development
2. Interpersonal relationship
3. KAASC approach and relationship
4. Experiential learning

## **Course Module - G Field-Based Learning (Community Lab)**

1. Action planning
2. Practical implementation at the workplace
3. Monitoring, evaluation, and feedback

### **Field Learning Plan**

The community members will be involved at each stage and process of the training and learning experience. The field in the project area (past and existing) provides practice and relevant experience to the participants. To back up the experience of the participants in various issues, they will be taken to observe and interact with the community at model projects run by other I/NGOs and government.

### **The Venue of the Training for Residential Learning**

Transformation Center of Share and Care Nepal at Badegaon, Lalitpur.

### **Language use for the Course**

The course will be held in the Nepali language with reference materials in both Nepali and English language.

### **Resource Person and Faculty**

Resource persons will be selected from among those that are academically qualified with rich practical experience in community development. There will be three categories of resource persons i.e. 1. Field base resource person, who have first-hand practical knowledge on the communities, 2. Internal resource persons, who are involved in the design of the course and also have the hands-on skills, 3. The outside expertise resource person, who has the knowledge based on the subject expertise nationally and internationally. The mixture of prospective knowledge, skills, and field practicability would enable the participants to get conceptual knowledge, tested skills, and application in real situations.

### **Entry Requirements:**

The entry requirement for the course would be:

1. Higher secondary education passed with at least 2 years of working experience in community development.
2. Age 20 - 35 years
3. Priority will be given to the candidates from rural areas, ethnic and Dalit communities.
4. Sponsored by an organization, CBOs, or a Church

### **How to Apply:**

Prospective candidates can fill in the application form and submit it directly to the Share and Care Nepal office or email to [transformation@share-care.org](mailto:transformation@share-care.org). The form can be download from <http://www.share-care.org/resources/Application-Form/15/>



Share and Care Nepal Manbhavan, Lalitpur  
Tel: 5538577 [transformation@share-care.org](mailto:transformation@share-care.org)  
[www.share-care.org](http://www.share-care.org)