

ELD Training

empowerment, learning, development



ABOUT ELD

ELD Training provides practical training and consultancy services to development organisations worldwide. Active since 2000 in South and South-East Asia, ELD services are now available to development partners throughout Asia and Africa.

ELD was founded in 2000 'to enhance the skills of people working in education, sustainable development and human rights using the most appropriate technologies and methodologies'. Our services are directly based on clients' needs and widely tested. We continue to develop our programmes and responses based on our extensive experience delivering services in Nepal (since 2000) and Thailand (since 2003). From 2011, programmes were extended to Kenya, and in 2012 courses are scheduled for Ethiopia, India, Indonesia, Sri Lanka, the United Kingdom and the Philippines.

Originally, ELD was registered as a charity in the United Kingdom, but voluntarily became a private sector organisation in 2009. In Kathmandu (Nepal) and Bangkok (Thailand) and Nairobi (Kenya), ELD conducts regular open training workshops in areas such as Reporting Skills and Project Proposal Writing and Participatory Monitoring & Evaluation, as well as a range of customised assignments based on our clients needs.

Current ELD initiatives currently include:

- Open Training Courses in South / South-East Asia, West Africa and the U.K.
- Customised Training & Consultancy Services where requested worldwide
- Distance Training Programmes for development staff worldwide
- Toolkits and Manuals allowing development professionals in all countries to benefit from our knowledge



WHAT WE DO

Training: Open Training Courses

Open training courses are scheduled at various times of the year at the ELD Training Centre in Kathmandu, Nepal, at the Regional Community Forestry Training Centre (RECOFTC), Bangkok, Thailand, and at Ndemi Place, Nairobi, Kenya. The most frequently conducted training courses include:

- Reporting Skills and Project Proposal Writing
- Participatory Monitoring and Evaluation
- Case Study Writing
- Facilitation and Presentation Skills
- The Project Manager's Toolkit



Training: Customised Training for Organisations

Customised Training services are courses delivered directly to your organisation, team or partners. This provides opportunities to:

- Approach training as a staff and organisational development exercise
- Ensure all staff acquire even skills and are on the same wavelength
- Develop the organisation's work, for example, by developing the same project concept
- Focus on the unique challenges facing a particular organisation

Customised Training can also have further advantages of greater time flexibility, possibility for follow-up and reduced cost per person. ELD frequently provides training directly to organisations and their partners. While this often means adapting existing training modules to suit a particular organisation, this can also require completely designing courses from scratch based on the client's specifications. Most popular courses include Reporting Skills / Professional Writing and Project Planning / Developing Project Proposals.

All Customised Training programmes are developed through discussion and negotiation with clients, and conducted by highly experienced resource persons with extensive development knowledge and understanding of the local context.

Some recent Customised Training assignments have included:

- Professional Writing Training for UNFPA (Sierra Leone)
- Monitoring and Evaluation Skills for Tearfund Kenya
- A series of Proposal Writing Training courses for Save the Children (Kenya, Indonesia and South Asia)
- Professional Writing Training for the International Finance Corporation (Kenya)
- Facilitation and Presentation Skills Training for SNV (Bhutan)
- Reporting Skills Training for the Inter-American Development Bank (USA)

Please contact us to discuss your organisation's capacity building and training needs.

Distance Training Programmes

Distance Training allows staff who cannot attend a face-to-face training to learn skills through tutored self-study. Once enrolled, participants receive the course materials by email.

Each course module has both inputs and controlled exercises - tasks which are followed by suggested answers or discussion of the points raised. At the end of each module, participants are required to submit a task for evaluation.

Each participant has a dedicated tutor. The tutor's role is to give feedback on the assignment, as well as to answer any relevant course-related questions. Assignments submitted are graded towards the final score, and returned to the participant with feedback. On completion of all assignments, a grade is assigned and participants receive a personal evaluation and certificate.

Currently, three programmes are available:

- Case Study Writing
- Reporting Skills and Professional Writing
- Project Proposal Writing

Toolkits and Guides

ELD has produced a range of toolkits for self-study and internal training. Based on our highly successful training courses, these toolkits allow users anywhere to develop their skills without the need to attend any training course. Many organisations in 100s of countries use ELD materials, including SNV, USAID, the Population Council, PSI, Care, UNEP, UNOPS and UNICEF.

Current toolkits available are:

- Reporting Skills & Professional Writing
- Project Proposal Writing
- Case Study Writing
- L'Art de Rédiger des Rapports

For each toolkit, there are various options, such as:

- PDF Only - Immediate download of the toolkit in handbook form.
- Standard Edition - The Standard Edition includes the PDF handbook as well as all the materials organised into a navigable self-study programme for easy desktop study at your PC.
- Trainer Edition - In the Trainer Edition, the above materials are supplemented with PowerPoint slides, a trainer guide, participant handouts and supplementary materials, allowing organisations to conduct their own training without the need for external facilitators.

WHERE WE WORK

Thailand

Since 2003, we have been conducting regular courses for development professionals in South-East Asia. With training conducted at RECOFTC in Kasetsart University, around 60 training courses have been conducted on Reporting Skills & Professional Writing, Participatory Monitoring and Evaluation and Project Proposal Writing. Participants have represented a range of I/NGOs and project countries / nationalities have included Thailand, Bhutan, Pakistan, Canada, The Phillipines, Indonesia, Laos, Cambodia, Vietnam, Myanmar, China, France, Afghanistan, USA and Denmark. Courses now run around 2-3 times per year and are announced at our web site site and via our email news updates.

Kenya

Kenya was selected as ELD's East Africa focus due to its convenient location for East and Southern Africa participants, stable political situation and due to the huge amount of requests we receive from NGOs and INGOs based there. Courses will run around 2-3 times per year and are announced at our web site and via our email news updates.

Nepal

The Himalayan Kingdom of Nepal was ELD's first project country, and is currently the overseas headquarters for Asia. We have been active in Nepal since 2000. To date, more than 2000 participants have been trained on over 250 open workshops, as well as many more on over 150 in-house assignments. Here, ELD (known locally as The Empowerment and Learning Development Centre) continues to conduct a wide range of assignments for various I/NGOs, bilateral and multilateral organisations. Regular short training courses / open workshops are run on a range of development-related skills.

Ethiopia, the Phillipines, India, Sri Lanka and the United Kingdom

Five new countries have been for 2012. Please see the training schedule for details.

Turkey, Europe and the Middle-East

ELD expertise is available in Turkey for in-house assignments and consultancy for NGOs and International NGOs. Almost all of the courses conducted by ELD elsewhere can be conducted in Turkey or elsewhere in the region, usually by ELD Director Mr Neil Kendrick who is fluent in Turkish. You may also request customised training from our Turkey office.

Worldwide

ELD Training services may be available on request in other countries not listed above. We have conducted assignments in places as diverse as Rwanda, Sierra Leone, the USA, Pakistan, Bhutan and Laos. Contact us to discuss this.

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professional development for development professionals