



UNITED NATIONS
SYSTEM STAFF COLLEGE

**PROGRAMME
PORTFOLIO
2017**

Who We Are

We are the learning organization of the United Nations system. **We design and deliver learning programmes for UN staff and their partners.** We help the United Nations become more effective by fostering a common leadership and management culture across the system.

UN-specific

We are part of the UN family, so we know what it means to work in the United Nations – be it in the field or at headquarters, in middle-income countries, in programmes or in operations, in entry-level or in management positions. Our programmes are tailored to the distinctive reality of the UN system and of specific UN organizations.

Relevant to your daily work

Our programmes blend external expertise with practical UN experience. Each course features subject-matter experts and thought leaders from renowned academic institutions, think tanks, the private sector and civil society, as well as experienced UN practitioners. This makes the learning directly relevant to your daily work.

Directly at your desk

Our distance learning courses combine self-paced online learning with live sessions with the course instructor and participants from across the UN system worldwide. This way you can learn how you want, when you want, and still benefit from an interactive experience.

Our Learning Programmes Are

Truly inter-agency

Our learning experiences bring together UN staff from across the system in a truly inter-agency spirit. Participants learn from each other, exchange views on common issues, and build networks to continue learning beyond the classroom. We believe that only by 'learning as one' can UN staff 'deliver as one.'

Closer than you think

We offer residential courses in state-of-the-art facilities on our campuses in Turin, Italy and Bonn, Germany. We also deliver training in numerous countries around the world, thanks to our mobile team of trainers. You don't need to leave your duty station to benefit from our training.

Tailor-made for your Organization

We can design and deliver customized learning programmes to meet the specific needs of your organization, department, peace operation, or inter-agency group. We are fast and flexible, and have pedagogical expertise in a wide range of skills and knowledge areas. Just let us know what you need and we will design a learning programme for you.



Are you ready for Agenda 2030?

Agenda 2030 for Sustainable Development is a transformational blueprint for action that has a bearing on all UN staff, not only those working in development. To help you understand its potential and contribute to its realization, you can turn to:

The Knowledge Centre for Sustainable Development: based in Bonn, the Centre offers online and face-to-face courses, provides learning support to UN Country Teams, and strengthens networks within and beyond the UN system on the sustainable development agenda. By serving as a catalyst and convener, the Knowledge Centre links a diverse range of stakeholders from academia, the private sector and civil society to UN staff, in the promotion of knowledge sharing and in the spirit of interconnectedness central to the Sustainable Development Goals.

The UN Lab for Organizational Change and Knowledge: UNLOCK aims to foster a culture of change and innovation across the UN system by increasing the understanding, commitment, and capacity of UN staff for change. It provides advisory services on change management to UN teams, departments and organizations, offers online and face-to-face courses, and maintains communities of practice among change agents across the UN system.



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Open Enrollment Courses
Sustainable Development



□ **Building Partnerships for Sustainable Development**

This interactive, introductory course helps participants strengthen the skills they need to build substantive and sustainable partnerships with new, emerging and 'non-traditional' development cooperation partners, such as philanthropic foundations, the private sector, academia and civil society who are jointly taking responsibility to shape Agenda 2030 and implement the Paris Agreement.

Participants reflect on the specific modalities of working with different partners to achieve development effectiveness. The course explores key elements of partnering such as: ethics, due diligence, definition and evaluation of results, as well as conflicts of interest. This course is designed and delivered with the support of the UN Foundation and the UN Global Compact.

 **Target Audience**

UN staff.

 **Duration**

4 days

 **Venue/Dates**

BONN Germany 7 – 10 March 2017

 **Fee**

2,000 USD

 **Contact Details**

sustainable-development@unssc.org


NEW

e-learning


□ **Close the Loop: SDG 12 Online Course**

This online course, designed and delivered in partnership with the Collaborating Centre on Sustainable Consumption and Production (CSCP), provides participants with hands-on understanding of sustainable consumption and production, and its role as a stand-alone Sustainable Development Goal in the implementation of the 2030 Agenda for Sustainable Development.

Through real-life scenarios and live webinars with renowned experts on the topic, participants will explore and work on key issues related to sustainable consumption and production (SCP) behaviours, circular economy and a sustainable lifestyle.

 **Target Audience**


UN staff and development practitioners.

 **Duration**


6 weeks

 **Venue/Dates**

ONLINE 30 January – 10 March 2017

 **Fee**

1,250 USD

 **Contact Details**

sustainable-development@unssc.org

□ **Communicating as One on Sustainable Development**

Designed in coordination with the UN Development Operations Coordination Office (UN DOCO), this course focuses on the Communicating as One pillar, which is part of the Standard Operating Procedures for Delivering as One.

The course equips UN staff with tools and methods that enable clear and consistent strategic positioning of the UN at the country level, improve the quality of dialogue between the UN and the host-country government/other national stakeholders, and permit communicating effectively the progress made on the implementation and results of Agenda 2030 and the Paris Agreement.

 **Target Audience**

UN staff in communication and advocacy related positions.

 **Duration**

3 days

 **Venue/Dates**

BONN Germany 16 – 18 May 2017

 **Fee**

1,500 USD

 **Contact Details**

sustainable-development@unssc.org

e-learning

□ Foundational Course on the 2030 Agenda for Sustainable Development

This online course introduces participants to key conceptual and practical aspects of sustainable development. It explores the three pillars of sustainable development while taking a look at the inter-linkages between climate change, planetary boundaries, social inclusion and human rights.

It focuses on: the new elements of Agenda 2030; how to implement the new Agenda and develop strategies to localize it; and the role of data in the review and follow-up framework of the new development agenda.

👤 Target Audience

UN staff and development practitioners.

🕒 Duration

5 weeks

📍 Venue/Dates

ONLINE 20 February – 24 March 2017
ONLINE 8 May – 9 June 2017
ONLINE 11 September – 13 October 2017

💰 Fee

500 USD (reduced fee thanks to donors' support)

📧 Contact Details

sustainable-development@unssc.org

□ Human Rights-Based Approach to Development Programming

This course reflects on the intrinsic and instrumental value of human rights for sustainable development as well as the programmatic implications of the agreement to 'leave no one behind.' It is designed for UN programme staff who seek to advance their skills and knowledge to effectively apply a human rights-based approach to their work.

Participants use real-life examples and exercises to learn about and internalize the content, linkages and complementarity of the Human Rights-Based Approach and Results Based Management.

👤 Target Audience

UN headquarters and field-based programme staff (professional level).

🕒 Duration

4 days

📍 Venue/Dates

BONN Germany 13 – 16 June 2017

💰 Fee

2,000 USD

📧 Contact Details

sustainable-development@unssc.org

□ Leveraging Big Data for Sustainable Development

This course strengthens the skills of UN staff and partners in selecting, creating, using and interpreting data and statistics, in support of the 2030 Agenda for Sustainable Development. It builds on both traditional methods of data analytics as well as more recent applications related to, for instance, mobile technology, crowdsourcing and big data.

The course is designed and delivered in partnership with the Data Pop Alliance, a global coalition on Big Data and development created by The Harvard Humanitarian Initiative, MIT Media Lab and the Overseas Development Institute along with the Flowminder Foundation.

👤 Target Audience

UN and non-UN participants with background and interest in big data and development-related issues and innovation.

🕒 Duration

4 days

📍 Venue/Dates

BOSTON USA 28 – 31 March 2017
DAKAR Senegal 11- 14 July 2017

💰 Fee

2,500 USD

📧 Contact Details

sustainable-development@unssc.org

□ Monitoring and Evaluation for Sustainable Development

Monitoring and Evaluation for Sustainable Development Designed and delivered with a contribution from the UN Evaluation Group (UNEG), this course provides an overview of key concepts, trends and tools relevant to the monitoring and evaluation functions within the UN system. Monitoring and Evaluation are essential for the successful delivery of Agenda 2030 for Sustainable Development as well as the Paris Agreement.

Tailored to address the requirements of the new agenda, the course takes into account the global indicator framework, which will guide the monitoring and evaluation of its goals and targets. Data collection, as well as effective approaches to monitoring and evaluation, including participatory approaches, will be critical in ensuring that the most vulnerable groups are accounted for in policy development and programming.

👤 Target Audience

UN staff involved in project/programme management, including design, monitoring and evaluation.

🕒 Duration

4 days

📍 Venue/Dates

BONN Germany 7 – 10 November 2017

💰 Fee

2,000 USD

📧 Contact Details

sustainable-development@unssc.org

□ Stakeholder Engagement and Consensus Building for Sustainable Development

This course, designed and developed in partnership with the Consensus Building Institute (CBI), provides an overview of strategies for assessing, designing and convening multi-stakeholder partnerships and initiatives.

Through case studies and realistic simulations, participants deepen their skills in framing sustainable development goals to motivate constructive stakeholder engagement, identifying and assessing key stakeholders, joint fact finding and analysis, interest-based negotiation and mediation, and dialogue, trust and relationship building strategies.

🎯 Target Audience

UN Development System Representatives, Resident Coordinators, Regional Directors and their deputies.

🕒 Duration

3 days

📍 Venue/Dates

BONN Germany 28 – 30 March 2017
BANGKOK Thailand 19 – 21 September 2017

💰 Fee

3,500 USD

📧 Contact Details

sustainable-development@unssc.org

□ UN Catalytic Support to South-South and Triangular Cooperation in Implementing Agenda 2030

The course builds a common understanding among participants of the theory and practice of South-South and Triangular Cooperation as a means of development cooperation.

It equips participants with the key principles, tools and methods needed to apprehend the challenges and opportunities inherent in the approach, as well as to better understand the roles of different actors involved and to mobilize relevant partnerships.

🎯 Target Audience

UN staff and development practitioners, including government and institutional focal points on South-South and Triangular Cooperation.

🕒 Duration

3 days

📍 Venue/Dates

BONN Germany 17 – 19 October 2017

💰 Fee

1,500 USD

📧 Contact Details

sustainable-development@unssc.org

□ UN Country Programming in the Context of Agenda 2030

This course, designed in close cooperation with the UN Development Operations Coordination Office (UN DOCO), offers a mix of knowledge and skills for advancing UN coherence and strengthening the quality of programming at the country level. Participants gain enhanced knowledge of UN programming tools and instruments (UNDAF guidance, MAPS approach and guides) and their practical application in UN development projects.

They also sharpen some of the essential skills that they need to support the work of UN Country Teams, all within the context of Agenda 2030 and the challenges of localizing the Sustainable Development Goals.

🎯 Target Audience

Regional and Country Office staff, field level managers, UN strategic planners, chairs/members of UNDAF groups/task teams and UN Coordination officers/advisors.

🕒 Duration

4 days

📍 Venue/Dates

BONN Germany 25 – 28 April 2017
BANGKOK Thailand 5 – 8 September 2017

💰 Fee

2,000 USD for Bonn edition
2,500 USD for Bangkok edition

📧 Contact Details

sustainable-development@unssc.org

NEW

□ UN-Private Sector Partnerships

The scale and ambition of the new sustainable development agenda requires a revitalized global partnership to ensure its implementation, bringing together governments, civil society, the private sector, the UN system and other actors.

This three-month advanced training programme on UN-private sector partnerships, developed with the UN Global Compact, focuses on the imperatives for partnership development in the context of Agenda 2030 and the Paris Agreement for Climate Change.

🎯 Target Audience

UN staff and private sector representatives, interested partnership practitioners from other spheres (philanthropic foundations, civil society organizations, academia, etc.) and those who work on and/or are interested in stepping up their capacity, knowledge and skills to build partnerships.

🕒 Duration

3 months

📍 Venue/Dates

ONLINE and **BONN** Germany Spring 2017

💰 Fee

2,500 USD

📧 Contact Details

sustainable-development@unssc.org

Sustaining Peace



Acting Locally: Citizen Participation for Resilient Institutions

This course focuses on examining and promoting gender-balanced citizens' participation and community-based monitoring and evaluation mechanisms that can accelerate the achievement of Sustainable Development Goal 16.7.

Experts from the United Nations and academia provide participants with the theoretical frameworks and innovative examples of how these participatory practices help build more resilient institutions and ensure more effective service delivery at the local level. Case studies from different countries are presented and discussed in order to highlight those best practices and successful experiences that can be adapted to and further developed in local government practices.

Target Audience

UN professional staff and partners working in decentralization, peacebuilding, development, and humanitarian assistance. Open to non-UN staff.

Duration

4 days

Venue/Dates

DAR ES SALAAM Tanzania
30 January – 2 February 2017

Fee

2,500 USD

Contact Details

peacesecurity@unssc.org

Analyzing and Understanding Non-State Armed Groups

In 2014 the Staff College launched the UN-wide learning initiative called "Analyzing and Understanding Non-State Armed Groups". The purpose of this initiative is to document and strengthen UN staff skills on this topic. This inter-agency programme involves several UN entities (EOSG, DPA, DPKO, OCHA, UNDP, UNICEF, UNODC, UNU) and the University of Oxford.

A training course has been developed, which focuses on multidisciplinary investigative approaches to understand the political context driving the genesis of armed violence and the forces shaping group cohesion, resource strategies, internal structures and levels of violence. It includes sessions on the anthropology and sociology of armed groups; psychological perspectives on analysis; political economy of armed groups, and regional dimensions of conflict and implications for armed groups.

Target Audience

Mid-level UN personnel (both national and international staff) who are either deployed in duty stations that are affected by the presence of non-state armed groups or whose job description involves the analysis, interaction, and possibly engagement with non-state armed groups.

Duration

3 ½ days

Venue/Dates

CAIRO Egypt 7 – 10 March 2017
BEIRUT Lebanon 1 – 4 August 2017

Fee

2,000 USD

Contact Details

peacesecurity@unssc.org

Applied Conflict Analysis for Sustaining Peace

This course introduces conflict analysis skills and tools and prepares participants to apply them in conflict-sensitive programming, strategic planning, and design of UN responses in contexts of deteriorating human security, armed conflict, political crisis and other threats to peace.

Some of the topics addressed during the course include: psychology of analysis and cognitive biases; advanced conflict analysis tools; conflict sensitive and peacebuilding programming; and theories of change.

The course explores the latest institutional and policy developments in the areas of preventive diplomacy, conflict prevention, peacebuilding, peace operations support and the implementation of Agenda 2030 (Goal 16).

Target Audience

UN personnel working on humanitarian support, peace operations, development programming, political crises and other complex emergencies.

Duration

4 days

Venue/Dates

TURIN Italy 23 – 26 May 2017

Fee

2,500 USD

Contact Details

peacesecurity@unssc.org

NEW

□ Applying the Human Security Approach for Agenda 2030

This is a four-day programme that equips practitioners and policymakers with theoretical and practical skills for applying the human security approach to address thematic issues fundamental for the realisation of the Agenda 2030.

By being comprehensive and by drawing together all the actors necessary to respond to cross-cutting complex challenges, the application of the Human Security Approach ensures coherence, eliminates duplication and advances integrated solutions that result in more effective and tangible improvements in the daily lives of people and their communities.

👤 Target Audience

UN staff, national government counterparts and technical staff from ministries, interested donors and civil society organizations.

🕒 Duration

4 days

📍 Venue/Dates

BONN Germany 9 – 12 May 2017
BONN Germany 14 – 17 November 2017

💰 Fee

1,000 USD (reduced fee thanks to donors' support)

📧 Contact Details

peacesecurity@unssc.org

e-learning

□ Conflict Analysis for Prevention and Peacebuilding

Applying an inter-agency lens, this tutored online course builds the conflict analysis skills of UN staff and partners, preparing them to strengthen the efforts of the UN in volatile areas and countries affected by political instability and conflict. It enables the setting of objective criteria for prioritization in conflict prevention and peacebuilding programming, and facilitates the evaluation of impact.

By the end of the course, the learner will be able to draft a situation profile and develop a full-fledged conflict analysis report, which includes a situation profile, a causal analysis and a stakeholder assessment.

👤 Target Audience

UN professional staff and partners working in contexts of deteriorating human security, armed conflict, political crisis and other threats to peace. Open to non-UN staff.

🕒 Duration

4 weeks

📍 Venue/Dates

ONLINE 8 April – 7 May 2017
ONLINE 30 September – 29 October 2017

💰 Fee

1,000 USD

📧 Contact Details

peacesecurity@unssc.org

e-learning

□ Decentralized Governance and Peacebuilding

This online course explores how decentralization contributes to peacebuilding and identifies the elements of local governance that are most relevant in a post-conflict/peacebuilding context.

Concrete case studies are used to illustrate successful decentralization reforms and peacebuilding efforts at the local level. The course combines self-paced modules, and tutor-led online sessions and webinars.

👤 Target Audience

UN professional staff and partners working in decentralization, development, peacebuilding, development, and humanitarian assistance. Open to non-UN staff.

🕒 Duration

5 weeks

📍 Venue/Dates

ONLINE 20 February – 24 March
ONLINE 18 September – 20 October 2017

💰 Fee

1,250 USD

📧 Contact Details

peacesecurity@unssc.org

□ Political Approaches to Preventing and Responding to Election-Related Violence

This programme promotes a broader understanding of the political and technical dimensions of elections, the complex relationship between elections and conflict, and the work of the UN system to prevent and mitigate election-related violence.

It was launched in 2012 by the United Nations System Staff College in collaboration with the Electoral Assistance Division of the UN Department of Political Affairs.

👤 Target Audience

UN staff working on electoral affairs, political crises, good offices, mediation and peace and security issues (By nomination only).

🕒 Duration

4 days

📍 Venue/Dates

AMMAN Jordan 6 – 9 June 2017
MAPUTO Mozambique 28 Nov – 1 Dec 2017

💰 Fee

750 USD

📧 Contact Details

peacesecurity@unssc.org

Open Enrollment Courses

Safety & Security

NEW

e-learning

Collaborative Problem-Based and Simulation-Based Learning

This inter-active online course offers theoretical lessons and practical exercises to better understand and apply the Collaborative Problem-Based Learning methodology (CPBL). It also provides technical skills to effectively design and run simulation-based exercises with role-players.

The course is an ideal companion for anyone interested in acquiring new learning methodologies and strengthening their abilities to use simulations and role plays in the delivery of professional, adult training. Participants will have a chance to develop their own practical case study and discover their personal training and presentation style.

Target Audience

Civilian, police and military staff from United Nations and affiliated organizations; international NGO staff; and, those wishing to improve their training skills.

Duration

4 weeks

Venue/Dates

ONLINE 13 March – 7 April 2017

Fee

1,000 USD

Contact Details

peacesecurity@unssc.org

Safe and Secure Approaches in Field Environments (SSAFE) Course for Surge Deployment

This three-day programme responds to the demands for training UN staff and partners who need to be deployed with short notice to volatile and dangerous areas of the world and who require comprehensive security and safety training. Upon completion of this course, participants will be equipped with skills and knowledge to identify threats to personal safety and security and mitigate the risks.

The curriculum is based on the SSAFE standard modules, jointly developed by the UN System Staff College and the United Nations Department for Safety and Security (UNDSS).

Target Audience

UN professional staff.

Duration

3 days

Venue/Dates

TURIN Italy 27 February – 1 March 2017
TURIN Italy 5 – 7 June 2017
TURIN Italy 9 – 11 October 2017

Fee

2,000 USD including full board & lodging

Contact Details

peacesecurity@unssc.org

Safe and Secure Approaches in Field Environments (SSAFE) Training of Trainers

This Training of Trainers programme certifies security personnel to conduct Safe and Secure Approaches in Field Environments (SSAFE) trainings. It enables different UN Departments, Agencies, Funds and Programmes and Affiliated Organizations to build the human resources capacity to provide high-quality training their own staff in the Safe and Secure Approaches in Field Environments (SSAFE) standard curriculum, jointly developed by the Staff College and UNDSS.

One day of the course is dedicated to a unique field exercise where participants experience realistic scenarios and simulations conducted in cooperation with the Italian Army.

Target Audience

International and national security professionals from the UN system and affiliated organizations.

Duration

5 days

Venue/Dates

TURIN Italy 20 – 24 March 2017
TURIN Italy 17 – 21 July 2017
TURIN Italy 27 November – 1 December 2017

Fee

3,000 USD including full board & lodging

Contact Details

peacesecurity@unssc.org

Open Enrollment Courses

Management Development



NEW

Executive Management Programme

An executive education blended programme for United Nations officials in management and leadership functions, both at headquarters and the field. The programme uses custom-made discussion case studies to confront participants with common challenges in strategic planning, performance management, financial management, decision-making, communication and partnership building.

This programme is particularly useful for UN team leaders and managers, typically appointed at a P4 or P5 level. It is composed of three complementary elements: an online distance learning component (16 weeks), a five-days intense residential period and personalised coaching.

Target Audience

UN officials with management and leadership functions at headquarters and in the field

Duration

21 weeks

Venue/Dates

ONLINE & TURIN Italy 13 February – 7 July 2017

Fee

4,900 USD

Contact Details

learninglab@unssc.org

e-learning

Creating High-Performing Teams

This online course provides participants with new tools and practical options to create vibrant, effective teams.

It supports UN staff in team-leading roles to create and sustain enabling conditions for groups to perform at their best and achieve results with impact.

Participants are exposed to communication strategies, feedback mechanisms and problem-solving methodologies to improve performance of team members, both as individuals and as a cohesive unit.

Target Audience

UN staff at all levels entrusted with leading teams

Duration

5 weeks

Venue/Dates

ONLINE 6 November – 8 December 2017

Fee

1,250 USD

Contact Details

learninglab@unssc.org

e-learning

Measurements for Effective Results-Based Management

This course, designed and delivered in collaboration with the ROI Institute, enables effective results-based management (RBM) in UN system organizations by enhancing staff competencies in designing, monitoring and evaluating projects and programmes.

It provides in-depth, technical and skills-building learning on one of the key elements of RBM strategies: performance measurement. The learning methodology is a mix of theory, exercises and use of UN case studies with a view to enhance skills in developing measures, collecting and analyzing data, reporting results, and using data to manage performance.

Target Audience

UN and UN-affiliated staff involved in project/programme management, including design, monitoring and evaluation.

Duration

6 weeks

Venue/Dates

ONLINE 5 June – 14 July 2017
ONLINE 2 October – 10 November 2017

Fee

1,850 USD

Contact Details

sustainable-development@unssc.org

e-learning

□ Project Management Essentials

This course walks participants through the nuts and bolts of project management, from setting priorities to controlling expenses and reporting on the results.

It provides support and practical activities and useful examples to help participants apply these skills to their daily work. This course is developed and delivered in collaboration with experts at the Project Management Institute (PMI®).

👤 Target Audience

UN professional staff at headquarters and field locations with responsibilities in project design, management and/or reporting.

🕒 Duration

5 weeks

📍 Venue/Dates

ONLINE 2 October – 3 November 2017

💰 Fee

1,250 USD

📧 Contact Details

learninglab@unssc.org

□ Results-Based Management

This four-day workshop equips UN staff with the knowledge and skills to apply results-based management (RBM) principles in supporting UN programming processes. It demonstrates how RBM contributes to national efforts for achieving development results, supports the implementation of a common framework for inter-agency collaboration, and shapes countries' approaches to programme design, implementation and management for results in development.

Participants will be introduced to innovative approaches to support the planning, implementation, monitoring and evaluation of UN sustainable development strategies and frameworks.

👤 Target Audience

UN strategic planners; chairs/members of UNDAF groups/results groups/task teams; UN coordination officers/advisors, UN staff involved in project/programme management.

🕒 Duration

4 days

📍 Venue/Dates

TURIN Italy 11 – 14 July 2017

💰 Fee

2,000 USD

📧 Contact Details

sustainable-development@unssc.org

e-learning

□ Strategic Decision-Making in the UN

In this course, participants bring their strategic challenges to the table and learn a systematic process to improve decision-making.

Participants learn to use a decision-making framework to: reframe issues to make sure they are solving the right problem; increase the quantity and quality of possible choices; engage others effectively in the decision-making process; and create environments that contribute to good decision-making. They will be exposed to the latest thinking in decision science and explore how the proposed decision-making framework could contribute to a more effective UN system.

👤 Target Audience

Recommended for P4 and above; other staff may be accepted based on functional responsibility.

🕒 Duration

4 weeks

📍 Venue/Dates

ONLINE 10 April – 5 May 2017

💰 Fee

1,250 USD

📧 Contact Details

learninglab@unssc.org

e-learning

□ Supervisory Management Skills: Communicating, Coaching and Managing Conflict

This course is designed for UN supervisors who want to achieve results through productive supervision and management.

Participants will strengthen their conflict-management skills and learn how to become more effective in influencing others, by practicing techniques to engage in productive debates and to develop more flexible leadership styles.

The online course combines synchronized sessions in our virtual classroom, led by subject matter experts, with self-paced activities and interactive group discussions.

👤 Target Audience

UN staff with 1st level supervisory responsibilities

🕒 Duration

5 weeks

📍 Venue/Dates

ONLINE 12 June – 14 July 2017

💰 Fee

1,250 USD

📧 Contact Details

learninglab@unssc.org

Open Enrollment Courses

Leadership Development



UN Leaders Programme

Designed for participants at the Director level, the UN Leaders Programme explores successful leadership approaches and practices as applied to key international and regional issues facing the United Nations.

Participants explore emerging global and regional challenges, trends and opportunities based on a systemic view of UN operations; reflect on strong and successful leadership approaches and their application in a Leading as One context - with special emphasis on change and innovation; and forge deeper connections with colleagues from across the UN system through peer exchange.

Now entering its ninth year, the UN Leaders Programme has welcomed hundreds of senior UN officials from around the globe and world-renowned experts from different sectors to create a more effective and unified leadership culture in the UN system.

Target Audience

UN staff at the Director level (D1-D2).

Duration

5 days

Venue/Dates

TURIN Italy 8 May – 12 May 2017
NEW YORK USA 17 – 21 July 2017
GENEVA Switzerland 13 – 17 November 2017

Fee

7,000 USD

Contact Details

leadership@unssc.org

NEW

Leading in Sustainable Development

The course provides UN senior staff, government representatives and business leaders with substantive guidance on sustainable development programming, partnerships and implementation.

It focuses on the interdependence of the three pillars of sustainable development and the need to integrate environmental, social and economic considerations into decision-making and strategic thinking.

By bringing together a diverse audience from within and outside the UN system, it highlights the complementarities of the respective partners, and reinforces the catalytic role the UN will have to play to ensure development effectiveness.

Target Audience

Senior UN international and national headquarters and field staff (P5 and above); business leaders; senior civil society leaders; and government officials involved in the implementation of Agenda 2030.

Duration

5 days

Venue/Dates

BONN Germany 3 – 7 April 2017
BONN Germany 9 – 13 October 2017

Fee

5,500 USD

Contact Details

sustainable-development@unssc.org

UN Country Team Leadership Skills Course

Through this intensive five-day programme, senior UN officials from UN Country Teams around the world practice strategies and techniques to build trust and inspire and align team members around shared goals.

The programme builds negotiation, consensus-building and communications skills, indispensable for working in highly demanding country contexts.

Participants are exposed to techniques for building trust, and aligning a results-driven team around shared goals; and explore the art of communicating to improve the quality of dialogue with partners and stakeholders, increase advocacy and highlight results achieved by the UN.

Target Audience

UN Country Team members at the P-5 level and above.

Duration

5 days

Venue/Dates

BONN Germany 5 – 9 June 2017
NAIROBI Kenya 18 – 22 September 2017

Fee

5,500 USD

Contact Details

leadership@unssc.org

□ Leadership, Women and the UN

During this five-day programme, participants gain a better understanding of different approaches to leadership, the gender aspects of leadership and the challenges and opportunities for women in UN leadership roles.

Various dynamics of power, influence and negotiation will be explored to develop a set of skills and competencies in communication for transformative leadership, effective negotiation and initiating change.

Participants are also able to increase self-awareness to realize their full leadership potential through 360-degree leadership assessment and four hours of individual coaching sessions.

👤 Target Audience

Female UN staff at the P4-P5 level, preparing for senior leadership roles.

🕒 Duration

5 days

📍 Venue/Dates

TURIN Italy 13 – 17 March 2017
GENEVA Switzerland 16 – 20 October 2017
NAIROBI Kenya 4 – 8 December 2017

💰 Fee

5,500 USD

📧 Contact Details

leadership@unssc.org

□ UN Emerging Leaders Experience

Designed to develop the leadership potential of middle managers, this programme focuses on negotiation, consensus building and communications skills. It employs an array of active learning methodologies and tools such as an individualized 360° leadership assessment.

Participants engage in peer-to-peer exchange, case studies and interactive reflection to create a rich and proactive learning environment.

The programme allows participants to cultivate stronger connections by networking with peers from across the UN system and various duty stations and to develop skills for persuasive advocacy and communication across multi-stakeholder environments and audiences.

👤 Target Audience

Middle-level (P3/P4 equivalent) international and national UN staff (exceptions may be made on an ad-hoc basis).

🕒 Duration

4 days

📍 Venue/Dates

TURIN Italy 28 – 31 March 2017
PANAMA CITY Panama 4 – 7 July 2017 (in Spanish)
TURIN Italy 23 – 26 October 2017
TURIN Italy 24 – 27 October 2017

💰 Fee

3,000 USD - a scholarship of 1,000 USD is offered to national staff, reducing their fee to 2,000 USD

📧 Contact Details

leadership@unssc.org

NEW

□ Leading in the UN: a Deep Dive

This programme introduces some very new – and some very old – approaches for managing yourself.

The programme comprises a highly experiential journey of self-discovery based on John Scherer's "Five Questions that Change Everything." By inviting you to explore these questions, the programme will challenge your current way of thinking and help you find your source of effectiveness and sense of purpose.

The Deep Dive represents the beginning of a journey of inner awareness. It includes a one-on-one goal-setting conversation with a facilitator prior to the programme, a 3-day intensive workshop and two group sessions following the programme to help you to apply what you have learned and continue your development.

👤 Target Audience

Staff at senior level (P5 and above) from the UN and affiliated organizations.

🕒 Duration

1-hour remote pre-workshop discussion; 3-day workshop and 2-hour group conference calls.

📍 Venue/Dates

TBD 23 – 25 May 2017

💰 Fee

4,000 USD

📧 Contact Details

leadership@unssc.org

Open Enrollment Courses

Change and Innovation

□ Creating an Enabling Environment for Innovation

In the context of the 2030 Agenda and the need for innovative solutions to increasingly complex challenges, this two-day programme offers senior managers at the Director-level (managers of managers) a unique opportunity to acquire a UN relevant and transferable innovation model.

The course sheds light on topics such as: key elements of a culture of value creation, mind-set of an innovative organization, transformative leadership, and enabling a culture of innovation.

The programme will be co-delivered by UNSSC and Mindlab, one of the foremost leading public sector innovation entities. Mindlab's methodology to stimulate public sector innovation has been tested globally. Among the most recent examples are work in setting up a public service innovation lab in Brazil and developing national planning tools for future growth in Sri Lanka.

👤 Target Audience

UN staff at the Director-Level (D1-D2) and senior representatives of partner organizations (managers of managers at NGOs, government).

🕒 Duration

2 days

📍 Venue/Dates

TURIN Italy 9 – 10 March 2017
NAIROBI Kenya 22 – 23 June 2017

💰 Fee

990 USD (reduced fee thanks to donors' support)

📞 Contact Details

leadership@unssc.org

NEW

□ Designing and Managing Organizational Change

This blended learning programme supports managers and experts who are responsible for or contribute to change processes. The programme offers a conceptual framework for change management and participants practice the use of tools to analyse, strategize, design, transform and sustain change initiatives in their own context.

Through a peer consultancy approach, participants apply the framework to live cases brought by colleagues into the classroom. The programme draws extensively on recent UN experience with organisational, culture and technical change. Cases cover innovation, team/department repositioning, reorganisation, culture change, process reviews and ERP systems among others.

The methodology is hands-on and highly interactive, it provides a perfect space to enhance the professional network.

👤 Target Audience

Team Leaders, Change Managers, Programme/Project Managers, Senior Administration Staff, Coordinators at P4 and P5 level who are responsible for or significantly contributing to change processes in their organization.

🕒 Duration

5 days

📍 Venue/Dates

GENEVA Switzerland 13 – 17 February 2017
BONN Germany 25 – 29 September 2017

💰 Fee

2,500 USD (reduced fee thanks to donors' support)

📞 Contact Details

leadership@unssc.org

e-learning

□ Introduction to Change Management

This course provides an online learning solution for team leaders to understand the dynamics of change and its impact on people, and learn tools to plan and facilitate change processes within teams.

The programme is the perfect companion for change managers, at all levels, across the UN system who want to reflect on their own practices, and receive inspiration and insights for carrying out their role.

This course combines theory with practical application tools, and provides tips for designing and managing change processes, predominantly at the team level.

👤 Target Audience

UN staff responsible for and/or contributing to change management projects at all professional levels.

🕒 Duration

6 weeks

📍 Venue/Dates

ONLINE 1 March – 7 April 2017

💰 Fee

500 USD (reduced fee thanks to donors' support)

📞 Contact Details

leadership@unssc.org

Open Enrollment Courses

Administrative Skills



e-learning

Skills for Administrative Assistants

This online course supports administrative assistants to work to the best of their abilities and deliver results in a context where there is too much to do, too little time to do it, change is the norm, and easy answers don't cut it.

The course helps participants develop solid tools, templates and techniques to increase effectiveness and manage competing priorities.

Target Audience

Administrative assistants (headquarters and field locations).

Duration

5 weeks

Venue/Dates

ONLINE 10 April – 12 May 2017
ONLINE 2 October – 3 November 2017 (in Spanish)

Fee

1,250 USD

Contact Details

learninglab@unssc.org

e-learning

Advanced Skills for Administrative Assistants and Office Managers

Strengthen the skills you learned in the “Skills for Administrative Assistants” course or through experience to take on more complex activities and responsibility.

The course empowers General Service staff to contribute to organizational transformation through a culture and systems driven by UN values, efficiency and sustainable results.

To this end, the course helps participants build their skills in workflow and process analysis, enabling and supporting change, recognizing and responding to ethical dilemmas, event planning, records and procedure management.

Target Audience

UN staff members in the General Service category, typically senior staff or those who have already mastered the skills covered in the course “Skills for administrative assistants”.

Duration

5 weeks

Venue/Dates

ONLINE 15 May – 16 June 2017

Fee

1,250 USD

Contact Details

learninglab@unssc.org








Open Enrollment Courses
Communication and Advocacy

e-learning
 □ **Speech Writing and Developing Talking Points**

This course helps participants to draft engaging and inspiring talking points and short speeches, for both senior colleagues and themselves. It covers key principles of public speaking as well as practical tools and techniques for making drafts lively and easy to use.






Coursework draws on many real-life UN examples, including 'live' work shared by course participants. Participants finish the course confident and well prepared to produce high-quality drafts that will engage, impress and influence audiences.

 Target Audience	UN international and national headquarters and field staff (special assistants, communications and public information officers, coordination specialists, programme staff, team leaders and thematic specialists).
 Duration	5 weeks
 Venue/Dates	ONLINE 13 February – 17 March 2017
 Fee	1,250 USD
 Contact Details	learninglab@unssc.org

e-learning
 □ **Effective Writing Skills**

Whether you are a manager at any level, programme specialist or coordination officer, much depends on your ability to write reports, draft project proposals, prepare substantive papers and communicate effectively with colleagues and partners.






This hands-on course develops your sensitivity to language, structure, content and audience and offers practical techniques to improve your skills to influence and achieve results through clear and effective writing.

 Target Audience	All UN personnel (P and GS staff) at headquarters and field locations.
 Duration	5 weeks
 Venue/Dates	ONLINE 6 March – 7 April 2017 ONLINE 11 September – 13 October 2017
 Fee	1,250 USD
 Contact Details	learninglab@unssc.org

e-learning
 □ **Fundamentals of UN Public Communications**

The course will give participants the chance to learn, practice, and plan how to use communication methods, techniques and strategies to advance the UN work programme.

It integrates theory and professional experiences with drills and practical exercises to plan and produce engaging and effective communication pieces for various media. The course content centres on concrete and practical UN case studies.


 Target Audience	All UN personnel (P and GS staff) at headquarters and field locations, involved in communications.
 Duration	5 week
 Venue/Dates	ONLINE 8 May – 9 June 2017
 Fee	1,250 USD
 Contact Details	learninglab@unssc.org

e-learning

□ **Fundamentals of Diplomatic Protocol for UN Staff**

Complement your technical and managerial know-how with skills in diplomatic protocol to support your high-level engagement. Explore international courtesy rules, formal communication norms, and ceremonial practices to follow in official functions and occasions, all with an emphasis on practical application to the UN context.

Obtain practical insights into subtle interactions that will improve your operational effectiveness in a wide range of settings.

 **Target Audience**

Recommended for UN staff at the level of P4 and above. Other staff may be accepted based on functional responsibility

 **Duration**

5 weeks

 **Venue/Dates**

ONLINE 9 October – 10 November 2017

 **Fee**

1,250 USD

 **Contact Details**

learninglab@unssc.org

e-learning

□ **Social Media for UN Professionals**

Social media offers real-time opportunities to engage with institutions and individuals worldwide, but also offers challenges in the UN in terms of language, style, real-time responsiveness and high levels of interaction with the general public.

This course provides an overview of the many tools available and facilitates interactive discussions on the pros and cons of different tools for your specific situation.

 **Target Audience**

UN communication officers, project managers, and other UN staff involved or interested in leveraging social media to achieve team and organizational goals.

 **Duration**

5 weeks

 **Venue/Dates**

ONLINE 11 September – 13 October 2017

 **Fee**

1,250 USD

 **Contact Details**

learninglab@unssc.org



Open Enrollment Courses

Knowledge Networks and Strategic Events

□ **UN Leadership Exchange**

An annual UNSSC programme since 2012, the UN Leadership Exchange is uniquely designed for senior leaders. In 2017, the UN Leadership Exchange will focus on innovation and leading innovation, providing fresh perspectives on the nexus between innovation and leadership through experience sharing, networking and individual transformation.

As the world becomes ever more complex, the ‘innovators mind-set’ of constant experimentation becomes the new norm for effective leadership.

 **Target Audience**

UN staff at the USG and ASG level.

 **Duration**

3 days

 **Venue/Dates**

GENEVA Switzerland September 2017

 **Contact Details**

leadership@unssc.org

□ **United Nations Summer Academy**

The UN Summer Academy offers executive education, learning and knowledge exchange to those working to advance sustainable development approaches. Combining academic rigour with cutting-edge thinking, it provides a platform for participants to engage in discussions on issues of relevance for the work of the UN and its partners in the context of Agenda 2030.

The academy provides an unprecedented opportunity for dialogue with thought leaders who are currently guiding and inspiring the work of the UN.

Target Audience

UN staff, government representatives, civil society representatives, academics, business representatives, as well as a select number of Master and post-graduate students.

Duration

5 days

Venue/Dates

BONN Germany 21- 25 August 2017

Fee

1,000 USD

Contact Details

sustainable-development@unssc.org

□ **Learning Managers Forum (LMF)**

This is an annual event, open to chiefs and managers responsible for the learning, training and staff development functions in United Nations agencies, funds and programmes and affiliated international organizations.

This event brings UN officials together to share good practices, work together on common projects, learn new skills, and build partnerships for learning and training.

Target Audience

UN learning chiefs, human resources directors, staff development officials.

Duration

3 days

Venue/Dates

TURIN Italy 14 – 16 June 2017

Fee

1,650 USD

Contact Details

learninglab@unssc.org

□ **Engaging with Faith Organizations and Communities**

This strategic learning exchange enables experiential and knowledge-based sharing on how and why religion matters to multilateralism. It considers the methods, tools, challenges and opportunities of engaging with religious actors in the context of Agenda 2030.

Participants explore how the resources faith-based organizations bring to the table (human, financial and spiritual) can be better understood and more effectively tapped by all of those working to serve the very same communities. The course is developed in collaboration with UNFPA, UNAIDS, UNHCR, and the International Partnership on Religion and Sustainable Development.

Target Audience

UN staff and partners from international organizations, bilateral development agencies, NGOs (including faith-based organizations), and religious institutions.

Duration

3 days

Venue/Dates

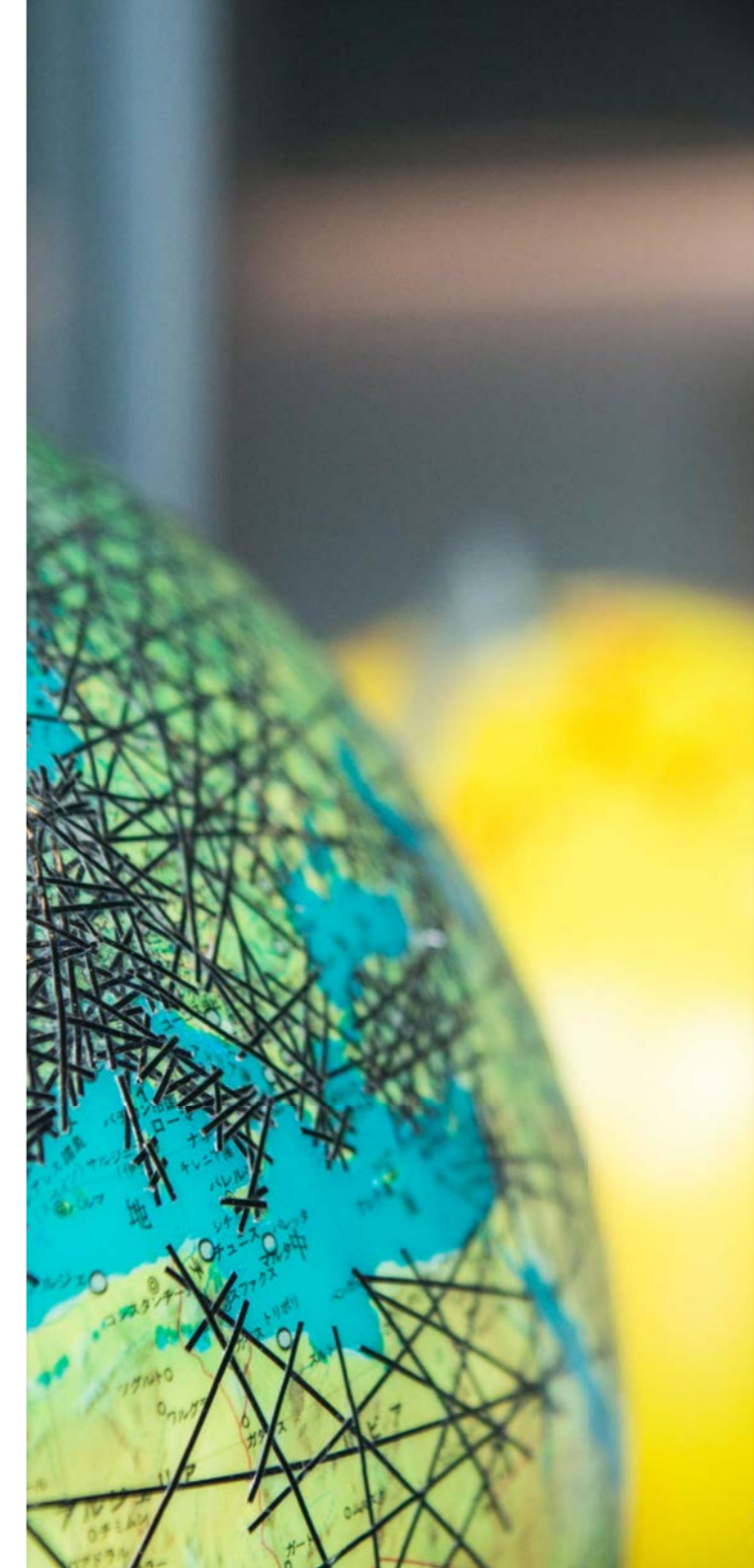
TURIN Italy 21 – 23 November 2017

Fee

1,500 USD

Contact Details

info@unssc.org



On-Demand Programmes and Services

In addition to open-enrollment courses, we design and deliver tailor-made learning programmes to meet the specific needs of inter-agency groups, networks, UN departments, peace operations and UN organizations to help them achieve their strategic objectives. UN Country Teams, field offices, specialized agencies and Resident Coordinator Offices are among our regular clients.

In partnership with UNDP's Management Consulting Team, we also provide integrated change management advisory services to support UN entities in adapting to new challenges.

Feel free to contact us (info@unssc.org) to learn more or to discuss your specific needs.



□ Advisory Services on Change Management

Advisory services range from diagnosing and scoping UN entities' needs for organizational change to supporting them in designing and implementing comprehensive realignment and change processes.

We tailor solutions to the needs of clients across the following service lines:

- **Strategy**
Assisting leaders with strategy development and implementation planning.
- **Organizational Design**
Ensuring organizational structures and functions are aligned with and set up to deliver on organizational objectives.
- **Performance Improvement**
Optimizing business processes, systems and financial and human resources.
- **Organizational Change Capability**
Building capability of managers and staff to manage and implement change.
- **Analytics & Insights**
Supporting decision-making by combining change management experience and analytical expertise.

□ Tailor-made Learning

We design and deliver tailor-made programmes on a range of subjects: from building the conflict analysis skills of staff in UN peace operations to supporting UN Country Teams to deliver on the 2030 Agenda, and to developing the managerial and leadership capacity of staff in UN departments, agencies, funds and programmes. Programmes are held at our campuses in Turin or in Bonn, in field and headquarters locations, and/or at distance, depending on the client's wishes.

□ E-learning Solutions

We create customized web-based learning solutions and knowledge tools for UN partners such as distance learning courses, rosters of experts, performance analysis tools, apps and other collaborative knowledge assets. We also provide e-learning management systems to sustain UN learning initiatives, from deploying branded, agency-specific e-learning portals to free hosting of e-learning packages through Portals@UNKampus, an e-learning platform open to UN staff worldwide.


□ Facilitation & Retreats


Whether you are looking for a partner to design and deliver a strategic team retreat, or simply a unique venue to create the right learning environment for a knowledge-sharing or learning event, we are ready to support you. We have long-standing experience in organizing workshops for UN staff ranging from the Secretary-General's Retreat to meetings of the High Level Committee on Management and the Human Resources Network. We can provide an 'all inclusive' service (design, logistical support, facilitation, hosting and evaluation) or tailored services to cater for different needs.






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