

ADVANCED INTERNATIONAL TRAINING PROGRAMME



ITP: 301

Sustainable Urban Water and Sanitation – Integrated Processes

August 2016 to October 2017

Phase 2 in Sweden: November 14 – December 2, 2016

Phase 4 in Uganda: April 24 – May 5, 2017

Closing date:
› **June 10,
2016**

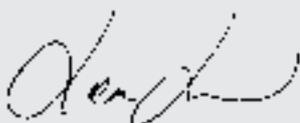
Dear reader

This International Training Programme targets public institutions, companies, and Civil Society Organisations that wants to contribute to a constructive change in the water sector and in their own organisation. It is specially designed for professionals qualified to participate in various reform processes and who have a mandate to implement processes in their respective organisations. The programme offers support to strengthen, adapt and maintain capacity over time in order for the organisation to define and achieve their short- and long term goals. As an individual participant you will take part in the latest development in your professional area and benefit from exchanges with Swedish and other international experts. You develop a network of colleagues from other countries and gain enhanced knowledge of innovative working methods. The drive for improvements in your own organisation is the heart of this programme. Our training methodology takes a point of departure in the operational and strategic challenges you and your organisation face and we believe you are willing to invest time and resources in making change happen.

Achieving Sustainable Urban Water and Sanitation services for everyone is one of the global Sustainable Development Goals that humankind is to meet by 2030. To meet this target we need to be creative, think and act out of the box, and use a much greater range of practical solutions. And above all it will require commitment and hard work by change agents, professional organisations and communities at the local level. This programme will contribute knowledge and skills that will make a difference in the local context, and in the long run also for the world.

We strive to deepen and expand the participants' knowledge and capabilities in his/her professional area and also to strengthen the professional exchange between participants. Each participant contributes their own unique experience and background which enriches the learning and collaborative exchange process among participants, facilitators and experts. The programme has a regional outreach that strengthens professional networks within and between the represented countries.

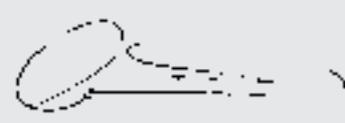
Sida has commissioned NIRAS and WaterAid to jointly implement an advanced international training programme on Sustainable Urban Water and Sanitation – Integrated Processes. We are seeking collaborative organisations active in urban water and sanitation, ready to engage in processes for change and to invest in capable and engaged employees as potential change agents. We trust that you will find the programme interesting and hereby invite you to nominate candidates.



Lena Ingelstam
DEPARTMENT DIRECTOR
Sida



Catharina Schmitz
DIRECTOR
NIRAS Indevelop



Cecilia Chatterjee-Martinsen
EXECUTIVE DIRECTOR
WaterAid Sweden

Programme objectives

This International Training Programme's overarching objective is to contribute to planning and implementation of better sustainable urban water and sanitation services, where the rights, needs and demands of all citizens including those of marginalised groups are taken into account.

The term sustainability addresses environmental, social and economic long-term factors. Sustainability can be achieved only through an increased awareness of the need for integrated approaches and for long-term systems and by supporting key organisations in their processes for such a change.

The intervention is carried out as a number of training programmes, one following the other, with a new batch of participants for each programme. At the end of each training programme the participants shall have gained new knowledge, understanding and strengthened self-confidence in relation to systemic solutions for sustainable urban water and sanitation; integrated approaches; and organisational change processes. Organisations participating more extensively in the whole intervention, will have a great opportunity to actively promote sustainability, integration, and inclusion of vulnerable groups in the planning and implementation of urban water and sanitation.

BENEFITS FOR THE PARTICIPANT

- › **Increased knowledge of methods and tools for planning of sustainable urban water and sanitation systems**
- › **Increased capacity to initiate and drive organisational change processes**
- › **Shared experiences from colleagues in other parts of the world**

BENEFITS FOR THE ORGANISATION

- › **Professional support for more sustainable and inclusive water and sanitation services**
- › **Educated and encouraged staff that will help achieve your strategic goals**
- › **Collaboration opportunities with various organisations, experts and agencies**

Contents

The programme will address the following four priority themes:

Framing sustainable urban water and sanitation – How local service provision is linked to institutional frameworks, human rights, financing mechanisms and national targets.

Integrated citywide approaches – How to coordinate all functions in the city, manage conflicting goals and increase synergies across sectors.

Sustainable solutions – Enlarging the toolbox of practical and realistic options for reaching all urban and peri-urban inhabitants with service delivery that is socially just and environmentally sound.

The Change Agent – Knowledge and tools for managing change processes that will improve the organisation's performance in sustainable water and sanitation.

Our overall sector orientation is based on a rights perspective with a special focus on women's and children's needs and rights.

CHANGE PROJECT

This programme is more than a training of individuals. It is a comprehensive capacity building programme aiming at actual change towards a more efficient and sustainable planning and implementation of urban water and sanitation systems. The impact of such a programme is totally dependent on the commitment of individuals and organisations engaged in the programme.

At the start of the programme each participant will, in close cooperation with colleagues and supervisor, identify a change idea that can contribute to the achievement of both the programme objective and the organisations' own strategies and long-term goals. Based on this idea, a Change Project (CP) will evolve as the programme provides new knowledge and understanding. The participants work together in country teams supported by one international mentor and one national facilitator. The facilitator will be available for face-to-face meetings and discussions, also with the colleagues and supervisors. The success of the CP will depend largely on the support of and collaboration with the participant's immediate supervisor and colleagues. During phases 1, 3 and 5 the work with the CP shall be carried out as a part of ordinary working time and it is essential that such time is allocated and approved by the supervisor.

Please note that neither Sida nor NIRAS will have the means to provide any financial support to help realise the CP.

Programme structure

The training programme consists of five compulsory phases. The evolution of the Change Project (CP) constitutes a major thread, binding all phases together.

Phase 1 – Inception (3 months)

Country teams are established with support from the national facilitator. Participating organisations carry out an organisational analysis that shall be presented in Phase 2. They formulate their change project idea and make sure it is internalised and well accepted in the organisation and in line with internal strategies and long-term goals.

Phase 2 – Course in Sweden (3 weeks)

Participants engage in an intensive programme of lectures, study visits, exercises and skills development, covering all four priority themes. All participants are expected to share their own expertise and experiences with their peers. The CP will evolve with the support of the mentors' coaching; peer reviews; and individual work, and an action plan is formulated.

Phase 3 – Development (4 months)

The CP will now be discussed, adjusted and internalised in the home organisation. Together with colleagues the participant starts to put his/her plan into action. Activities will vary substantially between organisations and types of CP. The programme will support the process through regular contacts with the national facilitator and meetings in the country team.

Phase 4 – Course in Uganda (2 weeks)

Participants exchange experiences of implementing their CP thus far. Some participants will further elaborate on their action plans and others will start looking into the next step of implementation. The national facilitators will support the work as will peer reviews and group discussions. Additional theory and exercises are provided, as well as field trips and case studies from the regional/local context.

Phase 5 – Implementation (6 months)

The participants implement their CP in collaboration with colleagues and supervisors. Further mentor support is provided. By the end of the phase the participants organise a national seminar to present the CP and discuss further actions. Participants will receive a Training Certificate upon final reporting and approval.

METHODOLOGY

The programme is designed for the participants to actively involve their own workplace/organisation and to base the learning on their own experiences and work context. For the scheduled phases a range of tools and methods support this learning approach, including group work, discussions, seminars, case studies, study visits and lectures. Participants are expected to actively contribute with their own experiences and expertise. Participants will also manage the CP development and implementation throughout the 15 months of the programme duration, with the support and coaching of the programme mentors and peers.

The number of participants is limited to 25–30 in order to ensure a close working relationship between participants, lecturers and mentors.

MANAGEMENT AND STAFF

The programme is organised by NIRAS in collaboration with WaterAid. The team of lecturers and mentors include Swedish and international experts as well as experts from the participating countries, all with extensive experience within their respective fields.

TIMETABLE

WHERE:

Phase 2 will take place in Sweden and Phase 4 in Uganda.

The other phases will be conducted from the participants' home countries.

WHEN:

The Programme is about 15 months and runs from August 2016 to October 2017.

Phase 2 in Sweden: November 14 – December 2, 2016

Phase 4 in Uganda: April 24 – May 5, 2017

Admission requirements

INVITED COUNTRIES AND AREAS

Invited countries are: Bangladesh, Kenya, Myanmar, Tanzania and Uganda. To promote actual collaboration and integration between participants in their national working context, the programme aims to gather organisations operating in the same geographical area. The programme is therefore focusing on the following areas: Bangladesh – Dhaka City North, Kenya – Nakuru, Tanzania – Temeke, Dar es Salaam, Uganda – Kampala. In Myanmar however, the programme is expected to have better impact if working on the central national level.

Organisations working in other areas than the above, are also welcome to nominate candidates, but should be aware of the priority given to the selected areas.

TARGET GROUP

Candidates may be nominated by authorities, institutions, universities, NGOs, water utilities or other private companies active in the water and sanitation sector.

The programme is primarily targeting organisations, not individuals, and efforts will be made to establish long-term relationships with key organisations. Such collaborative organisations should be willing to commit themselves to participation over several years and to cooperate with other organisations in the programme. Capacity and interest to drive change processes to achieve their long-term goals, and a certain level of influence on the water and sanitation sector, is a prerequisite to become a collaborative organisation. Candidates from collaborative organisations may be prioritised.

Applicants to the programme should:

- hold a key position in their organisation, with influence on a strategic level
- have the engagement and power to initiate and drive change processes;
- hold a relevant academic degree; and
- be available and motivated for active participation through the whole training programme.

As women are clearly underrepresented among professionals in the water and sanitation sector and since we strive to obtain a gender balance in the programme, organisations are strongly encouraged to nominate women.

LANGUAGE REQUIREMENTS

The training programme will be conducted in English and good English skills, both orally and in writing, are required. Candidates from countries where English is not an official language should do a language test with an official body in the home country, unless other documentation to support her/his ability can be provided. Proficiency in English must be certified on the Application Form.

HEALTH REQUIREMENTS

Considering that the training programme consists of international travels and work away from home in a new environment, good health and full working capacity is required. It is therefore recommended that candidates undergo a medical examination before filling in the Medical Statement in the Application Form.

OTHER REQUIREMENTS

The applicant must have a well-functioning e-mail address, be an active user of e-mail and have regular, reliable access to the Internet. Due to the character of the programme, family members are not allowed to accompany participants to the scheduled courses.

COSTS

Sida will cover the costs for programme fee and literature as well as accommodation, meals, health insurance, and international travel to the scheduled courses. However participants/organisations are responsible for any other costs such as:

- personal expenses
- domestic travel
- visa fees
- any local airport taxes and departure fees or such.

APPLICATION PROCESS

Closing date for application is **June 10, 2016**

APPLICATION

- The application should be written on the special form attached and include a recent photo.
- Make sure your application is complete, correct and readable.
- A candidate has to be nominated by his/her organisation and the application must be signed by an authorized director/manager.
- A scanned copy of the application should be submitted by e-mail to itp@niras.se
- If a scanned copy is not possible, the original application shall be submitted to the nearest Swedish embassy/consulate.

SELECTION

Based on the requirements stated above a first selection of 35–40 candidates will be made. These candidates will then be interviewed before the final selection of 25–30 participants is made. All applicants will be notified of the results of the selection no later than August 2016.

A Memorandum of Understanding will be signed by the management of each participating organisation and by the programme management. This is to confirm each party's responsibility and the organisation's commitment to participation and fulfilment of all phases of the training programme. It is only with this MoU signed by both parties, that the participation is accepted.

As part of Sida's work with capacity and institutional development, Sida offers international training programmes (ITP) for participants from low- and middle-income countries in priority areas. The programmes cover areas of strategic importance to the social, environmental and economic development of co-operating countries and are based on identified priorities and needs. In the long-term perspective, the programmes shall contribute to institutional strengthening and capacity development in the co-operating countries.

ORGANIZER



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NIRAS International Consulting is one of Europe's larger development consulting actors working with donor funded projects on four continents in more than 50 developing and emerging economies. We offer tailor-made solutions and transfer skills that help reduce poverty through e.g. activities facilitating inclusive economic growth, promoting equitable societies and improved health, and mitigating climate change. Our expertise covers the entire development agenda, including key areas such as water, agriculture, forestry, land administration, climate change, employment, health, governance, gender equality and human rights. NIRAS has a strong expertise in urban water and sanitation and long experience of international work on sustainability and integrated processes. NIRAS also offers many customized training programmes. At present the Swedish part of the company, NIRAS Indevelop, offers training programmes in Sustainable Urban Water and Sanitation; Integrated Sustainable Coastal Development; Women, Peace and Security (UNSCR 1325); and Strategic Environmental Assessment.

PARTNER



www.wateraid.org

WaterAid is one of the world's leading international NGOs focusing on access to safe water, sanitation and hygiene for the world's poorest communities. WaterAid transforms lives by improving access to safe water, hygiene and sanitation. We work with partners and influence decision-makers to maximize our impact. WaterAid has a presence in 37 countries and work regionally and globally to influence and contribute to universal access to safe water and sanitation by 2030.