

NITA/TRN/826

2018 LEADERSHIP AND MANAGEMENT COURSES

Mission Statement: "To provide capacity enhancement to churches and church related organizations through innovative approaches and creative learning models"

1. RESIDENTIAL COURSES

NO.	COURSE TITLE	COURSE DATES	DURATION	TUITION FEES (USD)	ACCOMMODATION FEE (USD)	TOTAL (USD)
01	Management Course for Administrative Secretaries	5 th March to 23 rd March	3 weeks	800	520	1,320
02	Building Projects and Property Management Course	9 th to 20 th April	2 weeks	690	290	980
03	Management Course for Women in Leadership	23 rd April to 11 th May	3 weeks	800	520	1,320
04	Peace Building and Conflict Management Course	23 rd April to 11 th May	3 weeks	800	520	1,320
05	Organisational Renewal and Strategic Planning Course	21 st May to 8 th June	3 weeks	800	520	1,320
06	Management Course for Development Coordinators/ Project Officers	11 th June to 20 th July	6 weeks	1,250	950	2,200
07	Financial Management Course for Non- Finance Officers/Managers	23 rd July to 17 th August	4 weeks	1,150	700	1,850
08	Healthcare System Management Course	20 th August to 14 th September	4 weeks	1,150	700	1,850
09	Management Course for Senior Church Administrators/ Executives	24 th September to 16 th November	8 weeks	1,400	1,400	2,800
10	Human Resource Management Course	29 th October to 16 th November	3 weeks	800	520	1,320
11	Resource Mobilization and Sustainability Strategies Course	19 th to 30 th November	2 weeks	690	290	980
12	Gender and Development Course	19 th November to 7 th December	3 weeks	800	520	1,320
13	Project Cycle Management Course	26 th November to 14 th December	3 weeks	800	520	1,320
14	Management Course for School Managers	26 th November to 14 th December	3 weeks	800	520	1,320

2. SHORT COURSES

NO.	COURSE TITLE	COURSE DATES	DURATION	TUITION FEES (USD)	ACCOMMODATION FEE (USD)	TOTAL (USD)
01	Church Leadership and Management	19 th to 23 rd March	5 days	340	150	490
02	Child Protection	16 th to 20 th April	5 days	340	150	490
03	Project Cycle Management	7 th to 11 th May	5 days	340	150	490
04	Labour Laws	4 th to 8 th June	5 days	340	150	490
05	Planning Monitoring and Evaluation	16 th to 20 th July	5 days	340	150	490
06	Grant Writing and Report Writing	13 th to 17 th August	5 days	340	150	490
07	Risk Management	10 th to 14 th September	5 days	340	150	490
08	Executive Secretaries and Personal Assistants	22 nd to 26 th October	5 days	340	150	490
09	Finance for Non-Finance Managers	12 th to 16 th November	5 days	340	150	490
10	Documentation and Record Management	10 th to 14 th December	5 days	340	150	490

CORAT Africa also offers tailor-made courses identified by a client and conducted at a venue selected by the client

For more information contact

CORAT Africa
Bogani East Road,
P.O. Box 42493 - 00100 Nairobi, Kenya
Tel. (254) 0733 600045 /0724 569 660/0739 640391/0713 428252
Email: corat@coratafrica.com or training@coratafrica.com
Website: www.coratafrica.com