

## REGIONAL PROGRAMME 2018

CORAT Africa is glad to inform you that plans are underway to start offering **CORAT Capacity Building Courses** at LA VERNA SPIRITUAL CENTRE IN BAMENDA, CAMEROON, and Other West Africa Countries. You can tentatively book for the course of your interest to help CORAT plan for the month and week to roll out the training. Email: [corat@coratafrica.com](mailto:corat@coratafrica.com) or [fredolweny@coratafrica.com](mailto:fredolweny@coratafrica.com)

Enrol for the following courses to remain relevant in your career. Train with CORAT Africa, your professional career partner.

<b>COURSES</b>	<b>COURSE DESCRIPTION</b>	<b>TARGET GROUP</b>	<b>Duration</b>	<b>Tuition Fee in USD</b>
<b>1. Sustainable Church Development</b>	The course explores practical theories of development while giving practical approaches for holistic church growth in her diverse aspects. Particularly, the Physical, Spiritual and Human Development of Church.	Clergy, church management teams, Development Officers, Programme/Project Coordinators and administrators.	2 Weeks	600
<b>3. Resource Development</b>	Empowers Project and Organization Management to acquire competencies and practical approaches to mobilise resources and enforce its sustainable use.	Project Officers, Head of Institutions, Coordinators, Programme/Project Managers/ Grant Officers	2 Weeks	600
<b>4. Strategic Management</b>	Introduction to practical and integrative models and approaches of strategic management processes to drive organizations to the future factoring its environmental complexities.	Organization directors, Project Officers, Head of Institutions, Coordinators, Programme/Project Managers	2 Weeks	600
<b>5. Human Resource Management Practice</b>	The course explores the strategic management of the human resource inclusive with the understanding of; organizational strategy, human resource planning, job designs, recruitment and selection, job evaluation, Policies, development of contracts, compensation strategies, performance management, motivation, labour laws, and employment relationships.	Managers, Human Resource Personnel, Coordinators, and Heads of Institutions.	3 Weeks	800
<b>6. Child Protection and Procedure Policy Development</b>	Based on a practical framework for developing child protection and procedure policy. The course also proposes a structure on standards for implementation and a checklist for monitoring enforcement. Aimed at helping organizations and intuitions, to be places where children feel safe and are protected from harm	Clergy, Project Coordinators, Teachers, Catechists, evangelists, parents and school heads and all working with children.	2 Weeks	600
<b>7. Monitoring, Evaluation, Accountability and Learning (MEALS)</b>	Designed to develop knowledge, understanding, and practical skills to apply planning, monitoring and evaluation instruments to design projects, track progress, and lay basis for making sound judgements on projects.	Project Managers, Project Officers, Project Assistants, Quality Assurance Officers, Administrators, Human Resources and Finance officers	3 Weeks	800

<b>8. Grant Writing and Proposal Development ( US and EU format)</b>	Explores the basic elements and concepts in planning and preparing winning proposals for project funding, while focusing on the thorough understanding of each facet of the grant writing process. In addition, the course discusses the requirements for developing the US and European based grant proposals.	Project Officers, Institutions, Programme/Project Grant Officers, Head of Coordinators, Managers/	2 Weeks	600
<b>9. Sustainable Livelihoods</b>	Practical application of critical human development models and frameworks that can enable people to examine their vulnerability contexts, livelihood assets while finding ways to	Clergy, church management teams, Development Officers, Programme/Project Coordinators and administrators.	2 Weeks	600
<b>10. Project Management Course</b>	Applied knowledge, skills, and competency with innovative models required to run successful projects. The course looks at theories of change, change management, project cycle management and the critical stages of project formulation, implementation, and evaluation.	Project Officers, Institutions, Programme/Project Grant Officers, Head of Coordinators, Managers/	3 Weeks	800
<b>11. Church Entrepreneurship</b>	Addressing important business, financial and human management skills to run viable and sustainable income generating ventures. Inherent in the course is how to identify viable business opportunities and develop a business plan for financially successful church-related businesses.	Clergy, church management teams, Development Officers, Programme/Project Coordinators and administrators.	3 Weeks	800
<b>12. Management Course for Senior Church Personnel</b>	Designed to share; knowledge, skills, competencies for effective management, applied management instruments, effective leadership characteristics to overseeing the proper management of the church and church-related organizations.	Clergy and Religious Leaders.	8 Weeks	1,500
<b>13. Peace Building and Conflict Resolution</b>	The course is structured to reflect on the perspectives of peace-building and conflict resolution while offering practical processes to address the root-causes of intra and inter-conflict situations with biblical perspective that enhance individual and community participation.	Clergy, church management teams, Development Officers, Programme/Project Coordinators and administrators.	3 Weeks	800
<b>14. Organizational Renewal</b>	Presents theories of change, the requisite knowledge, and skills for organizational renewal, together with tools and techniques to catalyse organisational change.	Project Officers, Institutions, Programme/Project Managers, Head of Coordinators,	3 Weeks	800
<b>15. Policy Development</b>	The course is an orientation to the different types and approaches to policy, the problem and vision approach to policy development while enabling participants to examine the policy development cycle and acquire skills on how to formulate a policy and analyses government policies and use knowledge to enrich organizational projects	Directors, Trustees, Project Officers, Head of Institutions, Coordinators, Programme/Project Managers	2 Weeks	600
<b>16. Family Ministry/Apostolate</b>	Nurturing a stable and functional family in a challenging world takes effort and God's blessings. The course is designed to help married couples establish a family that is both a sanctuary of love and life. In addition, the course equips the couples with knowledge; skills to live marriage designed by God and become effective parents.	Pastors, Family Life Coordinators, Parents and those interested in working with families and Parents	2 Weeks	600
<b>17. Youth Ministry/Apostolate</b>	The course builds youth animators and ministers in churches to oversee effective youth group movements and guides young people in the path of	Clergy, catechists, evangelists, Youth and Youth Animators, youth leaders.	2 Weeks	600

	truth, making right choices and living a life of dignity as they prepare for their adult roles and responsibilities.			
<b>18. Financial Management</b>	Designed to educate participants on a practical integrated framework for financial decision-making with a thorough understanding of how to develop and critically analyse financial a statements, and make sound investment decisions for organizations.	Book Keepers, Project heads, Accountants, Financial Management officers	4 Weeks	950
<b>19. Healthcare System Management</b>	The course equips participants with a clear mastery of the pillars of effective healthcare management system namely; information, financing, human resource and management. Secondly, it is intended to prepare healthcare managers to develop solutions to challenges in healthcare systems; and to improve overall quality and outcomes of healthcare systems and services.	Health Coordinators, Medical Personnel, Head of medical institutions.	4 Weeks	950
<b>20. Human Rights and Development</b>	Offers a critical understanding and linkages between human rights and development theory and practice with emphasis on economic, social, civic, environmental, and political rights. The course also examines international aid programmes and looks at development from both Indigenous and African perspectives.	Clergy, church management teams, Development Officers, Programme/Project Coordinators and administrators.	2 Weeks	600
<b>21. Finance for Non-Finance Managers</b>	Presents the course to people with limited background in accounts and finance to understand financial principles and statements and to develop the requisite leadership skills, knowledge, and attitudes to approach financial management, and resource mobilization.	Appropriate for professionals within any functional area who have limited knowledge and/or experience with finance and who need to enhance their financial acumen.	10 days	500
<b>22. Management Course for School Managers</b>	Developing a strategic approach to manage ongoing changes in the education sector from both within and without. The course prepares school management to work effectively to support school activities and stakeholders and manage aspects of the change agenda to improve teaching and learning outcomes.	School heads, senior teachers, school administrators and school managers.	3 Weeks	800
<b>23. Booking Keeping and Accounting ( With Quick Books Practice)</b>	Provide participants with essential numerical skills required for accounting and bookkeeping and prepare accurate financial statements using quick books software.	Accountants and those interested in learning booking keeping and accounting.	4 Weeks	950
<b>24. Corporate Governance.</b>	Introduces organization managers and the board of management to the knowledge of different governance mechanisms, and explain how they interact. The course is also designed to help participants apply the current theories about corporate governance to real-world situations, identify corporate governance problems in organizations, suggest, and evaluate solutions to those problems.	Board members, Advisory Committees and Organization/Programme/Project Managers	2 weeks	800