

ALL TRAINING COURSES at a glance in the comprehensive overview



IN-PERSON TRAINING

March

02.03 – 27.03



June – August

22.06 – 28.08



October

05.10 – 30.10



**November /
December**

23.11 – 18.12



DIGITAL TRAINING

March – December



Our basic – safety & security training and intensive – safety & security training
can be booked all year round.

Comprehensive overview

Topic	Training					Dates											
		In-person	Digital	MAP ¹	KT ²	January	February	March	April	May	June	July	August	September	October	November	December
DIVERSITY AND INTERNATIONAL CONTEXT	<u>Complexity and diversity: acting with reflection in international contexts</u>	✓		✓	✓						22. – 23.06.				05. – 06.10.		
	<u>Country analysis (in-person)³</u>	✓		✓	✓			04. – 06.03.			24. – 26.06.	22. – 24.07.			07. – 09.10.	25. – 27.11.	
	<u>Country analysis (digital)³</u>		✓	✓	✓				20. – 23.04.	26. – 29.05.			03. – 06.08.	31.08. – 03.09.	26. – 29.10.		
	<u>Privileges and inequality: acting with self-reflection in postcolonial contexts</u>		✓	✓	✓					05. – 07.05.		27. – 29.07.			26. – 28.10.		
PERSONAL SAFETY AND (MENTAL) HEALTH	<u>Basic – safety & security training</u>	✓		✓	✓	26. – 28.01.					29.06. – 01.07.		24. – 26.08.		12. – 14.10.		
	<u>Intensive – safety & security training</u>	✓		✓	✓		09. – 13.02.				29.06. – 03.07.			21. – 25.09.		16. – 20.11.	
	<u>Refresher – safety & security training</u>		✓	✓	✓				13.04.		25.06.			24.09.			03.12.
	<u>Strengthen your resilience: dealing with stress and trauma</u>	✓		✓	✓							02. – 03.07.			15. – 16.10.		
	<u>Unmasking power: understanding and acting against sexual harassment and sexism</u>	✓		✓	✓							30. – 31.07.					03. – 04.12..
LANGUAGE AND COMMUNICATION	<u>Language training</u>		✓	✓							weekly booking (duration: 1 – 4 weeks)						
	<u>Effective facilitation in international contexts</u>	✓			✓			18. – 20.03.				08. – 10.07.	19. – 21.08.		21. – 23.10.		09. – 11.12.
	<u>Effective negotiation in international contexts</u>	✓			✓			23. – 25.03.				13. – 15.07.	10. – 12.08.		26. – 28.10.		14. – 16.12.
MANAGEMENT AND CONSULTING	<u>Fit for consulting: communicating clearly, acting competently</u>	✓			✓							06. – 10.07.	03. – 07.08.		19. – 23.10.		
	<u>Using project management in international cooperation purposefully</u>	✓			✓						29.06. – 03.07.				12. – 16.10.		
ABROAD AS A FAMILY	<u>Accompanying partners: space for your own perspectives</u>		✓	✓	✓				14. – 17.04.				11. – 14.08.			09. – 12.11.	
	<u>Going abroad with children: how to make it work!</u>		✓	✓	✓				20. – 22.04.				18. – 20.08.			17. – 19.11.	
INDIVIDUAL LEARNING FOCUS ⁴	<u>Learning4Development: explore your own topics with guided learning (in-person)</u>	✓		✓				02. – 27.03.				22.06. – 28.08.			05. – 30.10.	23.11. – 18.12.	
	<u>Learning4Development: explore your own topics with guided learning (digital)</u>		✓	✓					30.03. – 19.06.				17.08. – 02.10.		02.11. – 20.11.		
	<u>Time2Learn: self-study days for staff going abroad</u>	✓		✓				02. – 27.03.				22.06. – 28.08.			05. – 30.10.	23.11. – 18.12.	

¹ MAP (Mitausreisende Partner*innen): also for accompanying partners

² KT (Kostenpflichtige Teilnahme): a fee-based participation is possible if there are places available

³ English and other training languages on request

⁴ These training options can be requested flexibly within the specified periods (for in-person training: Saturdays, Sundays and public holidays are excluded).
Learning4Development, duration: 2 days (can be booked up to two times per person); Time2Learn, duration: 1 day (can be booked up to three times per person)

IN-PERSON TRAINING

02. – 27. MARCH

Calendar week	Training	MAP ¹	KT ²	Date
10	Country analysis ³	✓	✓	04.03. – 06.03.
12	Effective facilitation in international contexts		✓	18.03. – 20.03.
13	Effective negotiation in international contexts		✓	23.03. – 25.03.
10 bis 13	Learning4Development: explore your own topics with guided learning ⁴	✓		02.03. – 27.03.
10 bis 13	Time2Learn: self-study days for staff going abroad ⁴	✓		02.03. – 27.03.

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(for in-person training: Saturdays, Sundays and public holidays are excluded).

Learning4Development, duration: 2 days (can be booked up to two times per person);

Time2Learn, duration: 1 day (can be booked up to three times per person)

- Diversity and international context
- Language and communication
- Individual learning focus

IN-PERSON TRAINING

22. JUNE – 28. AUGUST

Calendar week	Training	MAP ¹	KT ²	Date
26	Complexity and diversity: acting with reflection in international contexts	✓	✓	22.06. – 23.06.
26	Country analysis ³	✓	✓	24.06. – 26.06.
27	Using project management in international cooperation purposefully		✓	29.06. – 03.07.
27	Intensive – safety & security training	✓	✓	29.06. – 03.07.
27	Basic – safety & security training	✓	✓	29.06. – 01.07.
27	Strengthen your resilience: dealing with stress and trauma	✓	✓	02.07. – 03.07.
28	Fit for consulting: communicating clearly, acting competently		✓	06.07. – 10.07.
28	Effective facilitation in international contexts		✓	08.07. – 10.07.
29	Effective negotiation in international contexts		✓	13.07. – 15.07.
30	Country analysis ³	✓	✓	22.07. – 24.07.
31	Unmasking power: understanding and acting against sexual harassment and sexism	✓	✓	30.07. – 31.07.
32	Fit for consulting: communicating clearly, acting competently		✓	03.08. – 07.08.
33	Effective negotiation in international contexts		✓	10.08. – 12.08.
34	Effective facilitation in international contexts		✓	19.08. – 21.08.
35	Basic – safety & security training	✓	✓	24.08. – 26.08.
26 – 35	Learning4Development: explore your own topics with guided learning ³	✓		22.06. – 28.08.
26 – 35	Time2Learn: self-study days for staff going abroad ³	✓		22.06. – 28.08.

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- Management and consulting
- Personal safety and (mental) health
- Language and communication
- Individual learning focus

IN-PERSON TRAINING

05. – 30. OCTOBER

Calendar week	Training	MAP ¹	KT ²	Date
41	Complexity and diversity: acting with reflection in international contexts	✓	✓	05.10. – 06.10.
41	Country analysis ³	✓	✓	07.10. – 09.10.
42	Using project management in international cooperation purposefully		✓	12.10. – 16.10.
42	Basic – safety & security training	✓	✓	12.10. – 14.10.
42	Strengthen your resilience: dealing with stress and trauma	✓	✓	15.10. – 16.10.
43	Fit for consulting: communicating clearly, acting competently		✓	19.10. – 23.10.
43	Effective facilitation in international contexts		✓	21.10. – 23.10.
44	Effective negotiation in international contexts		✓	26.10. – 28.10.
41 bis 44	Learning4Development: explore your own topics with guided learning ⁴	✓		05.10. – 30.10.
41 bis 44	Time2Learn: self-study days for staff going abroad ⁴	✓		05.10. – 30.10.

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Learning4Development, duration: 2 days (can be booked up to two times per person);
Time2Learn, duration: 1 day (can be booked up to three times per person)

- Diversity and international context
- Management and consulting
- Personal safety and (mental) health
- Language and communication
- Individual learning focus

IN-PERSON TRAINING

23. NOVEMBER – 18. DECEMBER

Calendar week	Training	MAP ¹	KT ²	Date
48	Country analysis ³	✓	✓	25.11. – 27.11.
49	Unmasking power: understanding and acting against sexual harassment and sexism	✓	✓	03.12. – 04.12.
50	Effective facilitation in international contexts		✓	09.12. – 11.12.
51	Effective negotiation in international contexts		✓	14.12. – 16.12.
48 bis 51	Learning4Development: explore your own topics with guided learning ⁴	✓		23.11. – 18.12.
48 bis 51	Time2Learn: self-study days for staff going abroad ⁴	✓		23.11. – 18.12.

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Time2Learn, duration: 1 day (can be booked up to three times per person)

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- Language and communication
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DIGITAL TRAINING

Topic	Training	Dates													
		MAP ¹	KT ²	January	February	March	April	May	June	July	August	September	October	November	December
DIVERSITY AND INTERNATIONAL CONTEXT	<u>Country analysis</u> ³	✓	✓				20. – 23.04.	26. – 29.05.			03. – 06.08.	31.08. – 03.09.	26. – 29.10.		
	<u>Privileges and inequality: acting with self-reflection in postcolonial contexts</u>	✓	✓					05. – 07.05.		27. – 29.07.			26. – 28.10.		
PERSONAL SAFETY AND (MENTAL) HEALTH	<u>Refresher – safety & security training</u>	✓	✓				13.04.		25.06.			24.09.			03.12.
LANGUAGE AND COMMUNICATION	<u>Language training</u>	✓													weekly booking (duration: 1 – 4 weeks)
ABROAD AS A FAMILY	<u>Accompanying partners: space for your own perspectives</u>	✓	✓				14. – 17.04.				11. – 14.08.			09. – 12.11.	
	<u>Going abroad with children: how to make it work!</u>	✓	✓				20. – 22.04.				18. – 20.08.			17. – 19.11.	
INDIVIDUAL LEARNING FOCUS	<u>Learning4Development: explore your own topics with guided learning</u> ⁴	✓					30.03. – 19.06.				17.08. – 02.10.		02. – 20.11.		

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⁴ This training course lasts for two days and can be requested flexibly up to two times per person within the specified periods.