

2025 | 2026

Humanitarian Project Cycle Management



Credits

2 ECTS



Dates

23 February – 27 March 2026



Format

Online (combination of self-study time and live sessions). Live sessions are mandatory and take place 2-3 times a week, usually in early afternoon CET.

This online course requires 17 hours of weekly work. To fully engage in learning activities, we recommend that participants take some time off and adjust their professional activities accordingly, with flexibility in working hours.



Language

English



Fees

- **Full price:** CHF 1'700
- **Partner rate (MSF, ICRC):** CHF 1'360 (20% discount)
- **Special Rate for Government and NGO/CBO Staff:** CHF 850. Available exclusively to staff from local and national NGOs, CBOs, and government employees in low/middle-income countries. Proof of local employment and salary required.



Lecturer

Sandrine Delattre – sandrine.delattre@me.ch



Short description

This executive course aims at strengthening the capacities of project managers to design humanitarian responses that focus on sustainable and locally defined changes. The course is based on the Theory of Change (ToC) and Results-Based Management (RBM) approaches. Essential tools such as problem tree or logical framework are adapted to ensure the transfer of those approaches at operational level.

Throughout the course, participants will work on a case study to build a project, covering the entire project cycle. Emphasis is put on practice and experience sharing. Participants will have the opportunity to discuss about and reflect on their professional situation with the group and the trainer.



Learning outcomes of the course

At the end of the course, you will be able to:

- Understand the aim and process of an assessment and conduct a problem analysis using the problem tree
- Plan a project and its monitoring system using the logical framework
- Program activities using the Performance and Evaluation Review Technique, Gantt chart and table of resources
- Monitor activities, results and risks
- Understand the differences between monitoring and evaluation as well as your role as a project manager



Workload

Around 50 hours of work overall, including:

1. Around 50 hours of work over 5 weeks, including:
2. E-learning courses
3. Synchronous live sessions
4. Individual and group work: readings, case study, reflexive analysis, forum discussions, etc.
5. Individual coaching/follow-up



Structure of the course

- Introduction to project cycle management
- Aim and process of an assessment
- Problem analysis
- Planning: RBM and ToC approaches
- Building a logical framework
- Building plans
- Monitoring & Evaluation



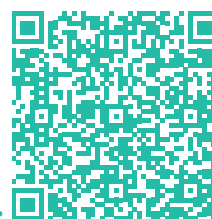
Audience

- Professionals in the humanitarian, development or social sector looking to develop their competencies in leadership and people management, as well as reflect and capitalise on their experiences.
- Professionals from any other sectors (private, academic, etc) and graduate students with relevant volunteer or intern experience who wish to increase their understanding of leadership and people management in the humanitarian field.



Admission requirements

1. A university qualification (Bachelor's degree or equivalent)
2. At least three years of relevant professional experience
3. Excellent command of English
4. Motivation working in the humanitarian sector



Application deadline and registration: