<table>
<thead>
<tr>
<th><strong>Credits</strong></th>
<th>10 credits ECTS</th>
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<tr>
<td><strong>Dates</strong></td>
<td>6 January – 30 March 2025</td>
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<tr>
<td><strong>Format</strong></td>
<td>Online (combination of self-study and live sessions). Live sessions take place 2-3 times per week. All live sessions are in group and mandatory - Usually in the afternoon CEST. <strong>Online course requires 20-25 hours of dedicated work per week. To fully engage in all learning activities, we recommend that participants take some time off and adapt their professional activity accordingly and with flexibility.</strong></td>
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<td><strong>Language</strong></td>
<td>English</td>
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| **Fees**     | - **Full price**: CHF 5’000  
- **Partner rate (MSF, ICRC)**: CHF 4’000 (20% discount)  
- **Special Rate for Government and NGO/CBO Staff**: CHF 2’500. 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. |
| **Course Coordinators** | Sandrine Delattre – sandrinedelattre@me.com  
Claire Barthélémy - claire.barthelemy@unige.ch |
## Short description

*Situational intelligence at the service of quality*

This certificate addresses the dynamics and components that guarantee the quality management of adapted projects and cohesive teams. It integrates fundamental principles such as inclusion and diversity, do no harm, accountability and participation into processes, methods and tools of project and people management.

## Objectives of the course

At the end of the CAS, participants will be able to apply a qualitative framework in order to manage projects and teams in line with local and international prerogatives.

More specifically, following the Result-Based Management approach and taking into account ethical issues, specificities of contexts and organisations’ mandate, you will be able to:

- Manage people according to the key principles of leadership for diversity, inclusion and duty of care
- Design and implement inclusive and coordinated humanitarian projects
  - Analyse humanitarian contexts
  - Assess needs and capacities of local population
  - Plan and program responses
  - Monitor and evaluate progress and results
- Critically review existing projects and people management practices

## Workload

Around 250 hours of work including:

- E-learning courses (self-study)
- Live sessions
- Individual and group work: readings, pool-surveys, self-tests, case study, reflexive analysis, forum discussions, etc.

## Structure of the CAS
Module 1: Humanitarian Leadership and People Management  
Module 2: Analysing Context  
Module 3: Assessing Needs and Capacities  
Module 4: Planning Projects and their Monitoring Systems  
Module 5: Programming Resources and Implementing Interventions  
Module 6: Monitoring and Evaluation  
Closure and final assignment

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<th>Prerequisites</th>
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<td><strong>Audience</strong></td>
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| • Professionals in the humanitarian, development or social sector looking to develop their competencies in leadership, people and project management, as well as reflect and capitalise on their experiences  
• Professionals from any other sectors (private, academic, etc) who wish to increase their understanding of the humanitarian field for a potential career change  
• Graduate students with relevant volunteer or intern experience, looking to undertake a postgraduate course with the desire to enter the humanitarian sector |
| **Distance Learning** |
| • Broadband/high speed connection - 2.5 Mbps minimum.  
• Please note that most weekly content and activities is accessible via phone, but a PC/laptop/tablet is preferred  
• microphone and webcam |
| **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 |