



*Training Course:  
Monitoring and Evaluation of Risk Management*

*16 - 20 September 2024  
Zanzibar(Tanzania)  
Golden Tulip Zanzibar Resort*

## Training Course: Monitoring and Evaluation of Risk Management

Training Course code: MA234810 From: 16 - 20 September 2024 Venue: Zanzibar(Tanzania) - Golden Tulip Zanzibar Resort Training Course Fees: 5950 € Euro

### Introduction

This Monitoring and Evaluation of Risk Management Training Program will introduce participants to the key steps and approaches to monitor and evaluate the adopted risk management options.

Monitoring and Evaluation are increasingly identified as the cornerstone for efficacious program management and are essential for organizational sustainability. A continuously increasing need for suitably skilled monitoring and evaluation project managers has been identified as a priority area by various stakeholders active in different sectors and industries.

The Advanced Monitoring and Evaluation training course aims to provide managers and M&E officers across different sectors with advanced skills and knowledge to successfully design and implement monitoring and evaluation systems from risk management program/project initiation to close-out.

Additionally, participants will be able to develop project risk management plans and risk registers. The course also aims at assisting participants in performing qualitative and quantitative assessments for developing appropriate risk responses. In line with the above, participants will devise key performance indicators for monitoring and controlling project risks.

### Course Objectives

After completion of this qualification, participants will be able to:

- Master key principles of monitoring and evaluation relevant to implementing projects and programs
- Apply results-based management principles
- Explain and apply the value of a Theory of Change and Logical Framework in monitoring and evaluation
- Design monitoring frameworks
- Manage data quality
- Conduct routine data quality assessments
- Identify indicators for projects and programs
- Plan and conduct an evaluation
- Construct an organizational learning agenda and identify evaluation priorities and questions
- Acquire skills in developing practical sampling and data analysis strategies
- Plan for resources needed for an evaluation
- Develop Terms of Reference for evaluations
- Define several risk key terms and develop a solid framework of risk management
- Plan risk management and manage the risk register
- Identify project risks using different techniques
- Evaluate qualitatively the identified project risks
- Review and control project risks through reassessments and audits

### Target Competencies:

- Monitoring Projects

- Evaluating Risks in Projects
- Risk reviewing
- Risk planning
- Motivating
- Risk identifying
- Leading
- Risk assessing
- Communicating

## Target Audience

Any individual that is presently operating in a monitoring and evaluation role who has identified a need to further develop their monitoring and evaluation knowledge and skills, in addition to their current vocational focus;

- Risk managers
- Project managers
- Members of project offices
- Project sponsors
- Functional managers
- Senior management

## Course Outlines

### Day 1

- Introduction to monitoring and evaluation principles and concepts
- Programme Logic Models and Theory of Change
- Analyzing and reporting monitoring data for decision making
- M&E in the context of the 2030 National Plan
- Results-Based Management - history, meaning, context.

### Day 2

- Defining and classifying risk
- Approach to risk management
- Risk management critical success factors
- Project risk management processes
  
- Risk analysis tools and techniques
- The theory of change
- Developing a results chain
- Linking and testing the relationship between the theory of change and the results chain
- Linking the log frame and budget
- The meaning and types of result
- Defining results and indicators

### Day 3

- Planning risk management
  
- Structure and types of indicators

- Design an M&E framework
- Monitoring the M&E framework
- Communicating the M&E framework
- Understanding the roles of key practitioners in the maintenance of the framework
- Facilitate team performance improvements using assessment findings;

#### Day 4

- Understand methods and tools for basic data collection;
- Understand methods and tools for basic data analysis;
- Understand the key uses of monitoring data: project management, evaluation, and reporting;
- Understand the difference between process and outcome evaluation practices; and
- Develop project evaluation reports.
- The outcomes-based approach and strategic planning
- Problem analysis -understanding the context, assumptions, and challenges

#### Day 5

- Performing qualitative and quantitative risk analysis
- Designing evaluations
- Planning and managing evaluations
- Disseminating and using evaluation results
- Designing monitoring systems for programs
- Implementing program monitoring systems
- Managing data quality
- Motivational and management theories
- Conflict management

## Registration form on the Training Course: Monitoring and Evaluation of Risk Management

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Complete & Mail or fax to Global Horizon Training Center (GHTC) at the address given below

### Delegate Information

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
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 Official E-Mail: .....

### Company Information

Company Name: .....  
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 City / Country: .....

### Person Responsible for Training and Development

Full Name (Mr / Ms / Dr / Eng): .....  
 Position: .....  
 Telephone / Mobile: .....  
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### Payment Method

- Please find enclosed a cheque made payable to Global Horizon
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### Easy Ways To Register

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