# Minutes: Capacity Development WG- 06.11.2019

**Attendance:** Elena Valentini (ACTED, Somalia), Yasmine Colijn (IOM, Barbados), Jennifer Kvernmo (IOM, Global), Shabir (DRC, Bangladesh), Jørn-Casper Øwre (NRC, global), Kate Holland (DRC Iraq), Brian McDonald (CCCM Global cluster)

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| **Agenda**  | **Discussion**  | **Action Point** |
| 1. Updates from the CCCM Retreat
 | Introduction of Elena as new chair of the working group. Recap of the 3 thematic presentation from the CCCM Retreat capacity development breakout session: -Cox`s Bazaar capacity sharing initiative (CSI): the objective of the Capacity sharing initiative is to prepares and reinforce the Government of Bangladesh’s newly recruited national site management Support Staff. The initiative is composed of 4 components that translate into different phase of the projects and looks a timeframe do implementation from 2019 to 2020: 1) Multi-Sector Modular Training Stage -that will deliver contextualized and functional SMS and specialized sector-specific skills transfer. 2) SM Shadowing and Sector Coaching -existing SMS provide on-site shadowing; and sector coaching to ensure the continuity and quality of training through field-level practical application and reinforcement. 3) Site Management Guidebook for Rohingya Response that will provide a contextualized operational & harmonized reference tool. 4) Building a CiC Training of Trainers team. The presentation included reflections on what from the initiative could be adapted and applied to other responses -CASI and CCCM: the Comprehensive Coordination Support to Child and Adolescent Survivors of Sexual Abuse in Emergencies Initiative (CASI) is an initiative whose objective is “To improve the quality of and access to services for child and adolescent survivors of sexual abuse in emergencies.” The initiative recognizes that: 1. There is a global need to support child survivors. 2 Efforts have been made to improve the quality of and access to services and we can build on these lesson learnt. 3. Gaps in services can be mitigated with collaboration. As part of the presentation, an example of operational questions on what Consider where you work to support child survivors to access services. -LNA and Capacity Development working group accomplishments: the presentation focused on reviewing recent capacity-building initiatives and accomplishments and notably: 1.TOT held in Amman, with 25 new graduated trainers 2. New CCCM training package released 3. Re-start of the Capacity Development Working group. The presentation included an overview of the main findings from the Learning need assessment conducted by the working group, that received a total of 175 submissions. | **Elena to share the PPT with working group members.** **Brian to upload the PPT on the website.**  |
| 1. Updates from the Capacity Development breakout session at the October CCCM Retreat
 |  After the thematic presentations, participants were divided by “region” and asked to reflect on: 1. What recent CB efforts have there been relevant to CCCM in their area and Who has this targeted? 2. Capacity building needs in their area, including targets 3. If there is sufficient capacity in their context of operations (internal to organization or in-country) to develop and lead capacity-building initiatives. 4. If the priorities for trainings & suggestions for improvement identified through the LNA reflect the needs as assessed in their contexts and how the ‘suggestions for improvement’ can be operationalized in their respective context and globally. The discussion was translated in ACTION Points: 1. Need for Impact evaluation of capacity building imitative 2. Sharing of tools: how can the working group promote sharing of tools among trainers to support capacity development initiatives 3. Different level/layers of training and contextualization: better access to training material beyond the core CCCM training and support on contextualization4. Need for Advocacy and funding to support more capacity building initiatives, at the global and also country level  |  |
| 1. Working group priorities and 2020 plan
 | Following the recap of the discussion held at the CCM retreat and the recap of the actions points, the members discussed how action points could be operationalized into a 2020 work plan for the Capacity building working group: -promote the working group at the national cluster level: this would increase active participation from the all the national responses. Having national cluster CB focal point would also support in diversifying the channels of communications from the working group to the national level-promote the training registry and the website through cluster contact list and creation of training registry guidelines of FAQ. Increase use of the training registry would help to also identify capacity development focal point-it is noted that CASI is now entering its second phase but still have the capacity to support countries operations in how to better link and coordinate. This is just one of several initiatives (for example on counter-trafficking) that the capacity development working group could look at to explore areas of cooperation and particularly how to add topic/thematic module to the CCCM package and/or how to arrange training material to have topics focusing on particularly vulnerable groups (for example: how to work with people with disabilities, how to support child survivors etc etc)-Link CCCM CD to other available training, including on different relevant sectors that could enrich practitioners capacities-IOM capacity building at the global level is going to working on localizations and contextualization: at the moment in the project is at a very early stage , but this is another interesting initiative to look at for the CD working group in 2020 -cross cutting issues with other working group: it is recognized that Capacity Development is cross cutting through all the other thematic working groups, and for this reason it is important to for the CD WG to explore ways to work and cooperate with the other working groups around capacity building issues  | **Elena to prepare a draft work plan and share it with the working group for review and endorsement**  |
| 1. AOB
 | None  |  |