**Delivering Effective WASH Training**

**November 13– 17, 2018**

Gurgaon, India

In this workshop, participants learn to effectively facilitate and adapt lessons on WASH (water, sanitation, and hygiene). They discuss what learners need, practice creating a safe learning environment, motivating learners, and ensuring that information is relevant and appropriate. Through lessons and practical experience, participants also learn to formulate effective questions, respond to learners, and manage challenging training situations.

**Who should participate?**

Participants may be individuals or groups who are:

* Training on WASH as part of a community development or health project
* Knowledgeable about WASH solutions and good practices, such as household water treatment and safe storage, sanitation and/or hygiene
* People seeking to enhance their facilitation skills
* People who work with others and have to communicate to individuals or groups of people

Participation by women is encouraged. Preferably, two to three people from each organization would attend to ensure that they learn together and benefit most from the workshop.

**Languages**

The workshop will be conducted mainly in English; a working knowledge of English is required. One trainer also speaks Telugu and Hindi. Translation or interpretation into Kannada can be provided, if required.

**Course Content**

Throughout the workshop, active learning methods and effective training skills are reinforced through the practical use of CAWST training materials. The participatory workshop includes theory, practical components, participatory activities, and varied discussion types to share experiences. There will be opportunities for participants to prepare and practice training techniques as part of the workshop. Active participation in all learning activities is required.

Specific themes covered may include:

* The qualities of an effective trainer
* Safe learning environments
* Motivation
* The four things learners need
* Active learning strategies
* Lesson planning and adapting lessons
* Effective questioning and think time
* Active listening
* Responding to participants
* Presentation skills
* Giving clear instructions
* Using energizer activities
* Trainer identity
* Overcoming barriers to participation
* Managing challenging training situations
* Action planning

**Facilitators**

CAWST staff Leanne Madjidi, Global Learning Advisor, and Suneel Rajavaram, Global WASH Advisor, will facilitate the workshop. Both Leanne and Suneel have worked with various organizations in Asia and Latin America in the WASH and education fields.

**Duration**

The workshop will take five full days, from November 13th to November 17th 2018 from 9.30 am to 5.30 pm.

**Location**

Sehgal Foundation

Plot 34, Sector 44

Gurgaon

**Cost & Registration**

RS. 3000 for 5-day workshop, which covers the cost of lunch, snacks, Tea and the training material.

Participants are responsible for their own transportation, breakfast, dinner and accommodation expenses.

To register, please contact Lalit Mohan Sharma of Sehgal Foundation at lalit.sharma@smsfoundation.org or Suneel Rajavaram at srajavaram@cawst.org sending a completed registration form **before October 31**, 2018. Once your place has been confirmed you will be sent additional details for the workshop.

Kind Regards,

Suneel Rajavaram

Global WASH Advisor, CAWST

Calgary, Canada

Lalit Mohan Sharma

Director, Adoptive Technologies

Sehgal Foundation, Gurgaon, India

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| **Time** | **DAY 1** | **DAY 2** | **DAY 3** | **DAY 4** | **DAY 5** |
|  | Workshop Introduction | Activity and Review  Active Learning | Activity and Review  Giving Clear Instructions  Prepare for practice lesson | Activity and Review  Responding to Participants | Activity and Review  Trainer Identity |
| **15 min** | **BREAK** | **BREAK** | **BREAK** | **BREAK** | **BREAK** |
|  | Qualities of an Effective Trainer  Safe Learning Environment | Lesson Plans  Effective Questioning and Think Time | Practice Delivering Lessons | Adapt Lessons  Practice Delivering Adapted Lessons | Overcoming Barriers to Participation |
| **1 hour** | **LUNCH** | **LUNCH** | **LUNCH** | **LUNCH** | **LUNCH** |
|  | Motivation  The 4 Things Learners Need | Active Listening | Practice Delivering Lessons  *Optional: Analysing Energizers* | Practice Delivering Adapted Lessons (continued) | *Optional: Managing Training Challenges*  Action Planning |
| **15 min** | **BREAK** | **BREAK** | **BREAK** | **BREAK** | **BREAK** |
|  | Stages of Learning  Daily Closing | Presentation Skills  Daily Closing | Learning Styles  Daily Closing - Midweek Evaluation | *Optional: Working with an Interpreter or Workshop Planning*  Daily Closing | Workshop Closing |