



Consultants for Change
Developing a cadre of specialist
NGO consultants

C4C Online programme

Are you an international development consultant?

C4C is an innovative professional development programme for those starting out in international development consultancy work or for more experienced consultants. The course aims to deepen your understanding of

the processes of consultancy, good practices, as well as the qualities of a good consultant. It equips you with a core understanding of how change happens and how to enable organisations and their staff to own and drive this change themselves.

This facilitated learning process will allow you to reflect on your own practices and to access training and mentoring support from INTRAC's team of experienced trainers and consultants.

Who is the programme for?

Whether you are starting out in international development consultancy work or have several years of experience, this programme is for you. It is also relevant if you are accompanying organisational change in the context of a partnership.



What are the objectives?

C4C aims to develop consultants to provide development consultancy services to NGOs. Upon completing the programme participants will:

- Understand the value, role and contribution of consultancy to civil society and NGO strengthening and improvement.
- Understand the processes of consultancy, good practices and the qualities of a good consultant.
- Understand how to engage a client in a process of organisational change and development where the client and their respective stakeholders own and drive the process of change.
- Have gained the skills for doing their own learning, personal critical reflection and self-development

What is the time commitment?

C4C online will be delivered over 8 weeks. You will spend between 6 and 8 hours of learning per week depending on the modules.

Live Sessions	Dates and time
<i>Pre course activities</i>	<i>On or before 13 October</i>
Session 1	Wednesday 14 October 2020; 13:00 – 14:30 UK Time
Session 2	Wednesday 21 October 2020; 13:00 – 14:30 UK Time
<i>No live session - Activities on the platform</i>	
Session 3	Wednesday 4 November; 13:00 – 14:30 UK Time
Session 4	Wednesday 11 November; 13:00 – 14:30 UK Time
Session 5	Wednesday 18 November; 13:00 – 14:30 UK Time
Session 6	Wednesday 25 November; 13:00 – 14:30 UK Time
Session 7	Wednesday 2 December; 13:00 – 14:30 UK Time

How is the programme structured?

The C4C online programme is composed of 7 modules based on the Mountain Model of Change developed by Dr. Rick James, INTRAC Principal Consultant and author of *Consulting for Change: Strengthening Civil Society*.

What are the core contents?

1: Being a consultant	
<ul style="list-style-type: none">Trust and 'consulting with soul'Key consultant competencies and roles	<ul style="list-style-type: none">Soft skills such as emotional intelligenceSelf-reflection
2: Engaging the client	3: Understanding the system
<ul style="list-style-type: none">Detect the real clientExamine closely the client's motives for change and understand why this is so criticalEarn trust right from the startFormulate clear terms of reference and good contracts	<ul style="list-style-type: none">Analyse the system and understand the importance of what is going on 'below the waterline'Improve your listening skillsCompare techniques to read and assess an organisation using different data gathering methods: River of Life, collaborative self-diagnosis, Appreciative Inquiry approach
4: Inspiring change	5: Planning for change
<ul style="list-style-type: none">Facilitate feedback for catalysing changeEngage constructively with the difficult emotional aspects of changeWriting and presentation skillsTools for helping clients make difficult decisionsWays to connect clients with hope they can changeRestoring relationships	<ul style="list-style-type: none">Tools for planning changeApply the 'Wildly Important Goal' approach to implementing changeFurther develop your own personal development plan for changeAnticipate pitfalls to improve your planningUnderstand people's reaction to change (Grief transition curve)
6: Accompanying change	7: Sustaining your consultancy
<ul style="list-style-type: none">Mentor key leaders, asking useful questionsMonitor implementation of the plan in ways that preserve ownershipExit gracefullyEvaluate in a pragmatic and useful way that generates learning	<ul style="list-style-type: none">Who you are as a consultant, how to play to your strengthsAppropriate boundariesSet your own quality standardsEngage in continuous learningKeep yourself mentally, emotionally and physicallyCultivate character

What is the programme format?

The C4C online programme is a facilitated, interactive and collaborative e-learning experience. You will have access to:

- Seven weekly interactive webinar sessions** facilitated by our highly experienced consultant and an instructional producer, including small groups discussions and exercises. Each webinar lasts 90 minutes.
- All programme **materials on the INTRAC e-learning platform**, including digital chapters of the C4C book, videos and self-paced activities such as journaling or developing your personal development plan
- Opportunities to interact with other consultants** on the programme through the platform discussion forums and the live sessions, to share challenges and resources and work in groups on a real-life scenario illustrating each step of the Mountain Model of Change
- One **50-minute individual mentoring session** via Skype
- Feedback on your individual assignment** from your mentor

How to apply?

Apply online: <https://www.intrac.org/how-we-work/training/application-form/>

Course fee:

The cost of this online professional development programme is **£825**

For more information please contact the INTRAC Training Team:

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