



Experiential Workshops

Creating Photographic Essays

NGOs need good quality photography to tell their stories, publicize their work, communicate with clients and donors. Unfortunately, they often lack the budgets to acquire professional images, relying on local field staff. The results are mixed. Beyond a collection of static images, a photographic essay combines sounds, images, and text to create a rich communication experience. See the multimedia section of www.thedigitaltrekker.com.

This four day experiential workshop equips participants with the skills and tools they need to begin creating effective photographic essays on their own. They learn the thinking skills of the effective photographer, how to plan, shoot, and create a photographic essay, and receive hands-on coaching from a professional humanitarian photographer in shooting images and recording audio. By the end of the workshop, each student will have produced one essay.

Project Management and Business Coaching

Many NGOs are involved in business to some degree. Most of them have projects they must run. All of them have work processes – formal or informal. Every organization, no matter what types of service they offer, can benefit from improved operations, processes, and time management. This four day coaching session offers coaching tailored to the activities and needs of the NGO. Leadership and staff receive intensive coaching from an expert in business and project management. The format is conversational and practical rather than lecture-oriented; topics emerge as needs are discovered. Participants also receive helpful resources.

After Action Review for Teams

This three hour workshop offers a practical introduction to the After Action Review, a proven technique that helps teams learn continuously. After this workshop, the team will understand the rationale and process for an AAR and will be equipped to use AARs effectively.

Facilitating AARs and Problem-Solving Meetings

This four hour workshop equips participants with the techniques and approach they need to facilitate AARs or problem-solving meetings for the NGO. In this workshop, participants gain experience and coaching feedback with these techniques, receive additional resources to help them develop as facilitators, and are invited to join a community of like-minded facilitators.

Using Good Practices for Teams

Based on interviews of hundreds of NGOs, we have synthesized good practices that make teams more effective. Learn to use some simple tools and case studies that help teams reflect together on these practices and discuss how to become more effective themselves.

What We Offer

Knowledge Stewardship International serves NGOs, humanitarian organisations, and small business around the world. We provide training, coaching, and support to field practitioners, overseers, leadership, and support staff work.

Our goal is to help you become more productive in your work.

We show teams how to *learn continually* from they are doing and improve how they do their work.

We coach you in more effective ways to *communicate* your stories and share with *clients and donors*.

We help you become more *efficient* in your operations and services.

We want to help you be more *effective in the core vision* of your organization.

KSI training and workshops emphasize practical skills reinforced by hands-on coaching from industry experts that is specific to your needs.

Using Us

Training can be delivered in at least two ways: through a week of on-site field-based workshops or through a series of distance learning/webinars.

We understand the world you work in and can help with pricing.

For more information, see www.knowledgestewardship.com/services.

On-Site Workshop

Knowledge Stewardship International workshops are most effective when delivered on-site at a field location. It offers the organisation a chance to focus on these new disciplines and consider together the impact on their work. It offers the KSI trainers / coaches the chance to see the reality of what the team is facing “on-the-ground” and adapt what is offered.

This is true whether we are training in-country field offices of an NGO or support and management staff in the headquarters offices of the organisation: It is best when our trainers / coaches come to “where the action is,” where the work is being done.

An interesting option: One of our better workshops involved bringing together teams from three NGOs in a field location. In addition to learning from the KSI trainers / coaches, they also had the chance to cross fertilize their ideas and established relationships that continue to help each of them, despite the fact that they are each engaged in providing different types of services. Lessons learned are still lessons learned!

We want to work with you. Contact us at info@knowledgestewardship.com and visit www.knowledgestewardship.com

Schedule

The on-site KSI workshops are scheduled to give teams the chance to focus on these new tools and practices while giving time to stay current in their “real” work. The figure below shows a typical eight-day schedule. It offers the optimal combination of reflective practice and high-value coaching. This schedule can be tweaked according to your own needs and constraints.

Pricing

We understand that funds are tight. We try to make this as affordable as possible. Teams are responsible for covering the expenses of the trainers / coaches while they are in-country: food, lodging, local transportation. KSI will strive to pay expenses to/from the field location.

	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8
Morning	Team leader briefing Intro: Using good practice stories for team learning Team lunch	Good practices for field workers: Assessing together AAR practice	Free time Teams focus on their own operations and meetings KSI coaches available for discussions, planning	Track 1: Photographic Essay Track 2: Business / project coaching AAR practice	Track 1: Photographic Essay Track 2: Business / project coaching AAR practice	Track 1: Photographic Essay Track 2: Business / project coaching AAR practice	Track 1: Photographic Essay Track 2: Business / project coaching AAR practice	Track 1: Photographic Essay Track 2: Business / project coaching
Afternoon	AAR for teams workshop	AAR Facilitators workshop						Team leader retrospection Lessons learned
Evening	Free time	Team assessment tool: Practice			Team assessment tool: Practice	Computer tools for knowledge sharing	Free time	Available for team coaching