

Call for Experts

Review and Development Workshop:

Humanitarian Assistance and Peacebuilding in West Africa Core Course

11th-13th of February 2025 at the KAIPTC

The KAIPTC, in collaboration with the ACP, will conduct a review and development workshop to ensure that the Humanitarian Assistance in West Africa Core Course (HAWA CC) remains a state-of-the-art training that meets the needs of the target groups. Therefore, we are looking for an expert who will contribute to the workshop in their subject matter. The workshop will be held from 11th-13th of February 2025 at the KAIPTC in Accra, Ghana, and builds on the existing training curriculum.

Description of the Workshop

During the workshop, the HAWA core course curriculum (including the trainer's manual, course schedule and the participants' working paper) will be reviewed. This will be done by experts on subject matter areas based on current needs and recommendations from evaluations (KAIPTC TED evaluations as well as the overall phase IV project evaluation) carried out in the last phase. It also considers current international, national and Austrian standards, such as to ensure that DRR management measures are addressed and to "assess and take into account the differences in the conditions, needs, access to resources and services, control of assets, participation and decision-making powers between women and men in their assigned gender roles within the project context" (ADA EGSIM Project Level Standard 2.4)¹.

Aim and Objectives

The HAWA Core Course contributes to **Output 1** of the HAWA programme which will *strengthen institutional and individual capacities for gender-responsive humanitarian crisis preparedness and response and environmental peacebuilding among key state, civil society, NGO, military, and police actors*.

The specific aim of the workshop is to update the training curriculum of the HAWA CC. The workshop will:

- Review the Core Course
- Structure the CC more clearly around some main headings, and with some clearer priorities.

¹ Austrian Development Agency (2023): Environmental, Gender and Social Impact Management (EGSIM) Manual
[*EGSIM_Manual_2023_final.pdf](#)

- Decrease the density of the curriculum, and define content which could be covered in a pre-course online learning module
- Increase practice-oriented sessions
- Better tailor the sessions to the West African context

Output of the Workshop

- Consolidated suggestions for an updated CC training curriculum for 2026-2029
- Concrete content recommendations that allow KAIPTC/ACP to adapt the training manual

We are looking for an expert!

Experts from diverse sectors and with experience in the HAWA programme will join the three-day workshop. Whilst some experts have already been invited, we are looking for one additional expert who:

- Is a HAWA alumni and has already participated in the HAWA Core Course
- Works for a government agency (e.g. ministry, emergency agency,...) based in West Africa
- Holds expertise in the area of humanitarian assistance and/or peacebuilding
- Speaks English fluently
- Is available for the whole workshop time

Venue and Logistics

The workshop will take place at the KAIPTC, PMB CT 210, Cantonments, Accra, Ghana.

Schedule:

- Tuesday, 10th of February: Travel Day
 - Participants from outside of Accra who need lodging are expected to arrive on the 10th of February.
- Wednesday, 11th of February: Workshop Day 1, 9am – 5pm
- Thursday, 12th of February: Workshop Day 2: 9am – 5pm
- Friday, 13th of February: Workshop Day 3: 9am – 4pm
- Saturday, 14th of February: Travel Day

Participants with a need for accommodation will be lodged in the Mahogany Lodge in Accra. This will be organized by the organizers. The program will cover travel expenses, accommodation (incl. breakfast), coffee breaks and lunch, as well as one social dinner. A small remuneration fee will be paid.

Application

If you are interested in contributing your expertise, please apply here [until the 14th of December:](https://forms.office.com/e/D5N9dMkvMn)
<https://forms.office.com/e/D5N9dMkvMn>

In addition, please send your CV to hawa@ac4p.at.