Training course on Building M and E Capacity within Social Protection Institutions

Professional Development Training Course Outline

Category	Social Protection	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Building M&E Capacity within Social Protection Institutions is a fundamental and strategic imperative for ensuring that social protection programs are not only effectively implemented but also continuously monitored, evaluated, and adapted to achieve their intended impact. Strong M&E capacity enables institutions to track performance, identify bottlenecks, measure outcomes, and generate the evidence needed for informed policy decisions and accountability. However, many social protection institutions face significant challenges in developing and sustaining robust M&E functions, including limited human resources, inadequate systems, and a lack of a strong M&E culture. This course is designed to address these gaps by providing a comprehensive framework and practical tools for strengthening M&E capabilities at individual, organizational, and systemic levels. It emphasizes that investing in M&E capacity is crucial for enhancing program effectiveness, fostering transparency, and ultimately improving the lives of vulnerable populations. Training Course on Building M&E Capacity within Social Protection Institutions is meticulously designed to equip with the advanced theoretical insights and intensive practical tools necessary to excel in Building M&E Capacity within Social Protection Institutions. We will delve into the foundational concepts of M&E capacity, master methodologies for assessing existing gaps, and explore cutting-edge approaches to human resource development, system strengthening, and fostering a culture of learning. A significant focus will be placed on hands-on application, analyzing real-world challenges, and developing tailored strategies for institutionalizing robust M&E functions. By integrating industry best practices, analyzing complex case studies, and engaging in intensive practical exercises, attendees will develop the strategic acumen to confidently champion and implement M&E capacity building initiatives, fostering unparalleled accountability, responsiveness, and evidence-based decision-making in social protection.

Programme Curriculum

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Course Objectives

Upon completion of this course, participants will be able to:

1. Analyze the fundamental concepts of **M and E capacity** and its multi-level components (individual, organizational, systemic).
2. Comprehend the strategic importance of **institutionalizing M&E functions** for effective social protection.
3. Master methodologies for **assessing existing M and E capacity gaps** within social protection institutions.
4. Develop expertise in designing comprehensive **M and E capacity building plans and strategies**.
5. Formulate strategies for **strengthening human resources for M and E** (recruitment, training, retention).
6. Understand the critical role of **M and E systems and technological infrastructure** (e.g., MIS, dashboards).
7. Implement robust approaches to **fostering a culture of M and E and continuous learning** within organizations.
8. Explore key strategies for effective **M and E data utilization and communication** to diverse audiences.
9. Apply methodologies for **M and E budgeting and resource mobilization** for capacity development.
10. Understand the importance of **M and E in enabling adaptive management** of social protection programs.
11. Develop preliminary skills in **designing tailored M and E training programs and curricula**.
12. Examine **global best practices and lessons learned** in M and E capacity building for social protection.
13. Create a tailored **M and E capacity building roadmap** for a specific social protection institution.

Target Audience

This course is essential for professionals involved in strengthening M&E functions within social protection

1. **Social Protection Policymakers:** Shaping the overall policy environment for M&E.
2. **Program Managers & Coordinators:** Overseeing program performance and learning needs.
3. **M and E Unit Heads & Specialists:** Responsible for developing and implementing M&E activities.
4. **Human Resources Managers:** Involved in staff development and talent management.
5. **IT Managers:** Responsible for M&E systems and data infrastructure.
6. **Government Officials:** Involved in public sector capacity development.
7. **Development Partners:** Supporting social protection programs and M&E.
8. **Organizational Development Specialists:** Working on institutional effectiveness.

Course Duration: 5 Days

Course Modules

Module 1: Foundations of M and ECapacity in Social Protection

- Define M&E capacity at individual, organizational, and systemic levels.
- Discuss the importance of robust M&E for accountability and learning.
- Identify the key components of a strong institutional M&E system.
- Explore common challenges in M&E capacity within SP institutions.
- Introduce the cyclical process of M&E capacity building.

Module 2: Assessing M and E Capacity Gaps

- Master methodologies for conducting comprehensive M&E capacity assessments.
- Learn to utilize diagnostic tools and frameworks for gap analysis.
- Identify institutional strengths, weaknesses, opportunities, and threats (SWOT) for M&E.
- Prioritize capacity building needs based on strategic objectives and program priorities.
- Practice conducting a rapid institutional M&E assessment for a case study.

Module 3: Strengthening Human Resources for M and E

- Formulate strategies for recruiting and retaining skilled M&E talent.
- Develop effective M&E training programs and curricula tailored to different roles.
- Discuss the benefits of mentoring, coaching, and peer learning approaches for M&E staff.
- Explore career pathways and professional development opportunities for M&E personnel.
- Address motivation, incentives, and performance management for M&E teams.

Module 4: Developing M and E Systems and Infrastructure

- Understand the critical role of Management Information Systems (MIS) for M&E data.
- Learn to design and optimize data collection tools, processes, and workflows.
- Discuss best practices for data storage, security, and backup infrastructure.
- Explore the effective use of data visualization tools and interactive dashboards.
- Plan for interoperability and data exchange with other government data systems.

Module 5: Fostering a Culture of M and E and Learning

- Implement robust approaches to building an M&E-friendly organizational culture.
- Discuss the importance of leadership commitment and advocacy for M&E.
- Learn to establish regular learning loops and feedback mechanisms within the institution.

- Promote data literacy and a commitment to evidence-based decision-making.
- Address common sources of resistance to M&E and foster buy-in across departments.

Module 6: M and E Data Utilization and Communication

- Explore key strategies for maximizing the utilization of M&E data.
- Learn to translate complex M&E findings into clear, actionable insights.
- Develop compelling M&E reports, concise policy briefs, and impactful presentations.
- Discuss effective strategies for communicating M&E results to diverse internal and external audiences.
- Plan for M&E dissemination events and advocacy campaigns.

Module 7: M and E Budgeting and Resource Mobilization

- Apply methodologies for accurately costing M&E activities and frameworks.
- Develop realistic M&E budgets and strategic resource allocation plans.
- Discuss effective strategies for mobilizing financial and technical resources for M&E capacity building.
- Explore opportunities for partnerships with development agencies, research institutions, and academia.
- Learn to demonstrate the value-for-money and return on investment of M&E efforts.

Module 8: Designing an M and E Capacity Building Roadmap

- Synthesize all learned concepts to design a comprehensive M&E capacity building roadmap.
- Define clear short-term, medium-term, and long-term capacity goals and milestones.
- Develop a detailed action plan with specific activities, timelines, and assigned responsibilities.
- Identify key indicators for monitoring the progress and impact of capacity building initiatives.
- Present and receive constructive feedback on individual or group capacity building roadmaps.

Training Methodology

- **Interactive Workshops:** Facilitated discussions, group exercises, and problem-solving activities.
- **Case Studies:** Real-world examples to illustrate successful community-based surveillance practices.
- **Role-Playing and Simulations:** Practice engaging communities in surveillance activities.
- **Expert Presentations:** Insights from experienced public health professionals and community leaders.
- **Group Projects:** Collaborative development of community surveillance plans.
- **Action Planning:** Development of personalized action plans for implementing community-based surveillance.
- **Digital Tools and Resources:** Utilization of online platforms for collaboration and learning.
- **Peer-to-Peer Learning:** Sharing experiences and insights on community engagement.
- **Post-Training Support:** Access to online forums, mentorship, and continued learning resources.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call +254769199797

Certification

Upon successful completion of this training, participants will be issued with a globally recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

- Participants must be conversant in English.
- Upon completion of training, participants will receive an Authorized Training Certificate.
- The course duration is flexible and can be modified to fit any number of days.
- Course fee includes facilitation, training materials, 2 coffee breaks, buffet lunch, and a Certificate upon successful completion.
- One-year post-training support, consultation, and coaching provided after the course.
- Payment should be made at least a week before the training commencement to Fineskill Training Center account, as indicated in the invoice, to enable better preparation.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

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