

PROPOSED TRAINING: Leadership and Management in International Development

建议培训项目：国际发展中的领导与管理

承办单位：美国国际法学会（International Law Institute）

承办主地点：华盛顿

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TOPICS（课题）：

At the time of this submittal no specific topics has been defined by interested parties. ILI tenders here a general list of pertinent subject matter which can be further defined based on subsequent discussions of needs by stakeholders. ILI herein offers the following broad list of topics to consider:

鉴于提交本项目时，客户方尚未确定具体的培训课题，美国国际法学会在此提出一个相关题材的常规培训课程表，它可以根据需要在随后的讨论中做进一步调整与修改。下述课程仅供参考：

Overview课程简介

This course empowers participants to become effective leaders and managers in the international development context. International development work involves multi-stakeholder cooperation and delivery in challenging environments. We designed this course to target governments from developing countries as well as practitioners in the international development community. The course tailors leadership and management training as it pertains to the public service sector and public sector reform. The skill set that needs to be developed includes leadership and decision-making, organizational management, human capital development, accountability and reporting standards, negotiations, navigating through political waters, and effective communications.

本课程旨在将学员打造成为国际发展环境中有效的领导者和管理者。在这个充满挑战性的环境中，国际发展工作包含着众多利益相关者的合作与兑现。这门课程是专门为发展中国家的政府和国际发展团体中的从业者所设计，重点关注与公共服务领域及公共领域改革相关的领导及管理培训。学员需要发展的技能组合包括：领导与决策，组织管理，人力资源开发，问责制度和报告标准，谈判，如何在政治中游刃有余，及有效的沟通能力。

Course Outline课程大纲

I . Leading Teams and Organizations 领导团队和组织

- A. Developing personal leadership competencies: self awareness; courage; vision; strategic and analytical thinking; learning agility; decisiveness; energy; results driven; credibility; influence; communication
发展个人的领导能力：自我意识，勇气，远见；战略和分析性思维，学习的灵活性，决断力，活力，结果驱动；信誉度；影响力；沟通能力
- B. Planning for and achieving team and organizational results 计划和实现团队与组织的结果
- C. Building and maintaining relationships 构建和维护关系
- D. Recognizing human potential and delegating appropriately 发掘人才潜力，适当授权
- E. Building diversity 建立多样性
- F. Fostering innovation 培养创新

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| G. Handling risks, changes, complications and conflicts | 处置风险，变化，更为复杂的情况和冲突 |
| H. Coaching and appraisal | 辅导和评价 |
| I. Commitment to continuous improvement | 致力于不断地改进 |
| J. Cultural adaptation | 文化适应 |

II. General team and organizational management skills:

一般的团队和组织管理能力:

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| A. change management; | 变更管理 |
| B. communication management; | 沟通管理 |
| C. conflict management; | 冲突管理 |
| D. constraint management; | 约束管理 |
| E. crisis management; | 危机管理 |
| F. decision management; | 决策管理 |
| G. financial management; | 财务管理 |
| H. human resource management; | 人力资源管理 |
| I. information management; | 信息管理 |
| J. operations management; | 运营管理 |
| K. perception management; | 感知管理 |
| L. performance management; | 绩效管理 |
| M. process management; | 流程管理 |
| N. project and program management; | 项目和计划管理 |
| O. quality management; | 质量管理 |
| P. resource management; | 资源管理 |
| Q. risk management; | 风险管理 |
| R. skills management; | 技能管理 |
| S. strategic management | 战略管理 |

III. Leadership and Management in the International Development Work

国际发展工作的领导与管理

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| A. Meeting donor and other key stakeholder requirements | 满足捐助者和其他关键利益相关者的要求 |
| B. Building strong relationships with strategic partners | 建立稳固的战略合作伙伴关系 |
| C. Executing in challenging political environments | 在具有挑战性的政治环境下执行计划 |
| D. Working with limited resources | 利用有限的资源工作 |
| E. Institutionalizing open and participatory communication channels | 开放和参与的沟通渠道制度化 |
| F. Negotiations | 谈判 |

Course Advisors 课程顾问

- A. **Kim Phan** is the Executive Director of the International Law Institute; she oversees the operations and management of the Institute as well as its practice areas. In addition to being Executive Director, Ms. Phan is also the Director of Business Development, in that capacity she serves as the Project Director for all of ILI's projects with various donors, countries, and partners. Prior to joining ILI, she worked under the U.S. Mission at the Asian Development Bank as the U.S. – Asia Environmental Partnership representative. Ms. Phan has a Masters in the Study of Law from Northwestern University School of Law and a B.A. from Allegheny College with a focus in Nuclear Warfare Strategy.

金·潘是美国国际法学会的执行总监，负责监管该学会的经营，管理及其业务工作。除了任学会的执行总监外，潘女士还兼任学会业务发展部总监并以该身份出任所有美国国际法学会与各捐助方，国家和合作伙伴项目的项目总监。加盟美国国际法学会之前，她曾作为美国 - 亚洲环境合作伙伴代表在亚洲开发银行美国代表处任职。她曾获得美国西北大学法学院法学硕士学位，阿勒格尼学院重点研究核战争战略的文学学士学位。

- B. **Gerhard Botha** is the Director of Programs at the International Law Institute and has more than 25 years of legal and international development experience. Prior to ILI, he was at the World Bank, serving for eight years as a senior sector specialist in legal and judicial reform and private and financial sector development, in several countries. Mr. Botha has also worked in labor/employment law and relations, conflict resolution and negotiations, in private practice and within a large corporate environment in Southern Africa. Mr. Botha holds B.A. and LL.B degrees from the University of Stellenbosch in South Africa, an LL.M degree in labor law from the University of South Africa and an LL.M focusing on labor/ employment law and alternate dispute resolution, from The George Washington University Law School in Washington DC.

格哈德·博塔是美国国际法协会的项目总监，拥有超过25年的法律和国际发展经验。加盟美国国际法协会之前，他曾在世界银行任职8年，在多个国家任法律和司法改革及私营与金融行业发展的资深行业专家。博塔先生还曾在私人执业律师及南部非洲的一个大型企业等部门从事劳动/雇佣法和劳动/雇佣关系，冲突的解决和谈判方面的工作。博塔先生持有学士学位，在南非的Stellenbosch大学获得学士学位，南非大学劳动法的法学硕士学位，荣获华盛顿特区乔治·华盛顿大学法学院侧重于劳动/雇佣法和替代争议解决法学硕士。