FACE TO FACE WORKSHOP
Sample Agenda

Name of Workshop:	
Location of Workshop:	
Dates of Workshop:	

SAMPLE AGENDA – 5-DAY WORKSHOP

Aim of the Workshop:

The aim of this workshop is to enhance the knowledge and skills of child protection practitioners to confidently implement effective community-level approaches.

Learning Objectives:

By the conclusion of the workshop, participants will:

- Have increased knowledge of key factors influencing promising practice within Community Level child protection
- Reflect on their attitudes, dispositions and approaches that influence community engagement
- Have enhanced capacities to use participatory methods

Day 1

Module 1: Foundations of Promising Practice	
Time	**Topic**
8:00 am – 8:30 am	Arrival and Registration (Pre-Test)
8:30 am – 9:00 am	Welcome Remarks
9:00 am – 9:30 am	Introduction of Facilitators and Participants
9:30 am – 10:00 am	Introduction to F2F Capacity-building Materials
10:00 am – 10:30 am	Break
10:30 am – 12:00 pm	Module 1 – Session 1: Community-level Approaches to Child Protection: Defining Our Work

12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:45 pm	Module 1 – Session 2: Framework for Community-level Child Protection Approaches: Social Ecology
2:45 pm – 3:00 pm	Break
3:00 pm – 4:30 pm	Module 1 – Session 3: Framework for Community-level Child Protection Approaches: Child Protection Systems
4:30 pm – 5:00 pm	Daily Wrap-up, Preview Day 2

Day 2

Module 1: Foundations of Promising Practice (cont'd) Module 2: Enhancing Our Capacities for Community Engagement	
Time	**Topic**
8:00 am – 8:15 am	Day 1 Recap, Day 2 Preview
8:15 am – 10:00 am	Module 1 – Session 4: Key Considerations for Effective Community-level Child Protection
10:00 am – 10:15 am	Break
10:15 am – 11:30 am	Module 1 – Session 5: Framework for Community-level Child Protection Approaches: Part 1 - Analyzing Our Community Approaches
11:30 am – 12:00 pm	Module 1 – Session 5: Framework for Community-level Child Protection Approaches: Part 2 – Where Do We Want to Go? (begin)
12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:00 pm	Module 1 – Session 5: Framework for Community-level Child Protection Approaches: Part 2 – Where Do We Want to Go? (cont'd)
2:00 pm – 3:30 pm	Module 2 – Session 1: Methods and Approaches to Strengthen Community-level Child Protection – Foundations (Overview, without Key Considerations Review, minimum Methods Detail or optional exercises)
3:30 pm – 3:45 pm	Break
3:45 pm – 5:00 pm	Module 2 – Session 2: Facilitating Discussions on Children's Risks and Protection
5:00 pm	Daily Wrap-up

Day 3

Module 2: Enhancing Our Capacities for Community Engagement Time	
Time	**Topic**
8:00 am – 8:15 am	Day 2 Recap, Day 2 Preview
8:15 am – 9:30 am	Module 2 – Session 3: How Do We Understand Existing Protection Capacities and Risks in the Community?
9:30 – 9:45	Break
9:45 am – 10:45 am	Observation and Mapping Exercise (optional, adjust agenda accordingly)
10:45 am – 12:00 pm	Module 2 – Session 4: How to Identify Risks Associated with External Support
12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:45 pm	Module 2 – Session 5: Understanding Community Concepts of Child Protection
2:45 pm – 3:00 pm	Break
3:00 pm – 4:45 pm	Module 2 – Session 6: Prioritizing Child Protection Risks
4:45 pm – 5:00 pm	Daily Wrap-up

Day 4

Module 2: Enhancing Our Capacities for Community Engagement (cont'd)	
Time	**Topic**
8:00 am – 8:15 am	Day 3 Recap, Day 4 Preview
8:15 am – 10:15 am	Module 2 – Session 7: How to Support Meaningful Child Participation
10:15 am – 10:30 am	Break
10:30 am – 12:00 pm	Module 2 – Session 8: Action Planning with Communities
12:00 pm – 1:00 pm	Lunch

1:00 pm – 2:45 pm	Module 2 – Session 9: How to Facilitate Linkages between Formal and Informal Child Protection Systems
2:45 pm – 3:00 pm	Break
3:00 pm – 4:45 pm	M2.S10: Reflecting on the Quality of Our Partnership with Communities
4:45 pm – 5:00 pm	Daily Wrap-up, Evaluation

Day 5

Module 2: Enhancing Our Capacities for Community Engagement (cont'd)	
Time	**Topic**
8:00 am – 8:30 am	Day 4 Recap, Preview Day 5
8:30 am – 10:30 am	M2.S11: Community-level Child Protection in Humanitarian Action: The Need for a Shift in Mindset
10:30 am – 10:45 am	Break
10:45 am – 12:00 pm	Planning period for participants from the same organizations to build on their personal plans for next steps for programming within their organizations
12:00 pm – 1:00 pm	Lunch
1:00 pm – 3:00 pm	Evaluations, Post-Test, Closing, Catch-up Time