



COURSE OUTLINE

COURSE: INTRODUCTION TO HUMANITARIAN OPERATIONS

Dates: Melbourne 15 – 16 August 2009
Sydney 5 -6 September 2009

Duration: 2 days

Cost: Pricing Options

One person - \$395
Two persons - \$355 each person
3 persons + - \$305 each person

Payment in full prior to commencement of course is required.

Location: Melbourne – Hawthorn
Sydney - TBA

General Course Description:

The AAI Introduction to Humanitarian Operations course is specifically designed for those individuals intending to work in humanitarian operations overseas, and provides an introduction into the many facets of humanitarian operations.

It is imperative that anyone wishing to volunteer with AAI enrol in this important course in order to understand the humanitarian imperative and all of the related issues. This course also forms part of AAI's volunteer selection process. Volunteer applicants who do not complete this course cannot be considered for volunteer work with AAI.

Learning Outcomes:

At the end of this course participants will:

- Understand of the humanitarian system and associated organisations;
- Gain information on career development, as it applies to the humanitarian sector, and how to transition from volunteering to a professional career;
- Comprehend International Humanitarian Law;
- Understand the process of disasters and emergencies and how responses are planned and coordinated;
- Possess an appreciation of the humanitarian imperative, minimum standards in relief work and what they mean to a humanitarian worker;
- Develop a plan to prepare for deployment on an international humanitarian mission;
- Know about the benefits and difficulties of working within a team in ambiguous environments;
- Recognise and appreciate gender and cross-cultural issues in humanitarian operations;

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- Possess an understanding of current personal security issues and considerations when working within a hostile environment;
- Identify the main personal health and hygiene issues for an international deployment and develop strategies to mitigating health risks;
- Know how to liaise with the media, for best effect, on behalf of recipient communities and host organisations during high-coverage disasters.

Course Units:

The International Humanitarian System (Context and Participants)

This unit provides the framework for individuals and organisations working in the international humanitarian arena and how humanitarian sphere is organised. The unit also provides an insight into working in a co-operative manner with NGOs, governments, international institutions and commercial organisations who may be important in the humanitarian environment.

International Humanitarian Law

This unit provides an overview of the legal constraints and obligations that govern humanitarians working in the international community. An analysis is conducted of how states attempt to balance state security with the preservation and dignity of human life within a set of sometimes-ambiguous international treaties, agreements and obligations. Several case studies are visited during this module.

International Disasters and Emergencies

In this unit we examine the classification of emergencies and factors exacerbating crises and define important disaster concepts.

Humanitarian Principles, Minimum Standards, Codes and Guidelines

This unit introduces participants to the *Humanitarian Imperative* and the moral foundation of humanitarian endeavours. The unit also gives an introduction to SPHERE Minimum Standards, what they mean to a humanitarian worker and a review of other important humanitarian codes and guidelines.

Understanding Gender and Cross-Cultural Issues on Humanitarian Operations

In this unit we examine gender and cross-cultural awareness and the implications on humanitarian relief operations, including personal and team behaviour.

Preparing for a International Mission

This very important unit gives students preparatory guidance in reference to equipment, organisation, physical and mental states and contingency planning.

Personal Health on International Missions

This unit prepares the volunteer by discussing risks, disease processes, and practical strategies to stay healthy in disaster environment.

Working within a Team in a Relief Operation

An entertaining lesson that focuses on team building and being a team member, both theoretically and practically.

Personal Security Issues and Working in a Hostile Environment

An outline of the global context of humanitarian relief today and the main risks confronting humanitarian workers. This unit also gives the student an understanding of risk assessment, and risk mitigation strategies.

Liaising with the Media

This unit provides a guide to liaising with journalists so that the international relief worker can provide a professional service to the media, with a clear and present focus on the victim.

Choosing Humanitarian Relief work as a Vocation

In this subject we examine professional and personal development planning for relief work and we study the motivations for becoming relief workers, the ways for individuals to identify their strengths and weaknesses and means to develop their skills as relief workers. We identify what to do next, how to go about it and how to make contacts within key agencies.

Delivery:

The course is presented in line with adult learning principles incorporating structured tutorials, interactive workshops, case studies, video, and scenario based training. Individual and group work is conducted throughout the course.

Presenters:

Course presenters are all recognised industry experts with recent humanitarian relief operations experience who also hold relevant professional training qualifications.

Dates:

15 August 2009: 0900 – 1700 hrs (9am to 5pm)

16 August 2009: 0900 – 1700 hrs (9am to 5pm)

Meals:

Refreshments, along with morning tea, will be provided and there are several cafes and restaurants in close proximity to the training venue where a variety of meals may be purchased.

Dress:

It is expected that you will attend all classes dressed in a neat and casual manner.

Smoking Policy:

Smoking is not permitted indoors, but is allowed outdoors in designated areas. The receptionist or training coordinator at the training facility will provide guidance on smoking areas.

Special Needs:

Any student who feels that s/he may need accommodation for any type of disability is encouraged to contact the Director of Training (+613 826 50005 or training@aai.org.au)

Course Changes:

Information contained in this course outline is correct at the time of publication. Content of the courses is revised on an ongoing basis to ensure relevance to changing educational, employment and marketing needs. The instructors will endeavour to provide notice of changes to students as soon as possible. The instructor reserves the right to add or delete material from courses. The timetable may also be revised.

Opportunities to volunteer with AAI:

Participants that successfully complete this course will have the opportunity to register with AAI for international volunteer positions. AAI will endeavor to look for an appropriate match and consider your application for international volunteer positions. All volunteers will still be required to go through a selection process if a suitable position is identified.

Enquiries/Contacts:

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