

Application form: Tailor-Made Group Training (TMT) Request for Local Jordanian Organisation & Syrians

Application deadline: 10th November 2022, 11 a.m. CET.

Please note: check the criteria on the call page for Jordan on our website before you fill out this application. Only one application can be selected for a training.

Target group and priority themes

Target group:

- Jordanian civil society organisations.
- Organisations should be operational for at least one or two years and have implemented projects/activities together with partners.
- Organisations that work primarily towards Syrians as their main beneficiaries or target group.
- Participants receiving the training should be 30% Jordanians (organisation staff) and 70% Syrians (beneficiaries, partners, supporters, or any key Syrians identified by the organisation).
- Syrians don't require to be employed or have a work permit to attend the training.

Training available for the following Priority themes:

- Organisational development.
- Organisations can apply for a comprehensive organisational development training which provides theoretical and practical knowledge.

Location of the training: Jordan

Instructions application form

- This form is to be completed by an organisation in Jordan. At this stage no Dutch training provider is involved.
- The questions in this form must be answered in English and typewritten.
- More information regarding the criteria and application and selection process is available on the [our website](#).

Details local organisation:

Name of the organisation:	Jordan University of Science and Technology
Country:	Jordan
City:	Irbid
Address:	Jordan University of Science & Technology P.O. Box 3030, Irbid 22110, Jordan
Website: (if Available)	www.just.edu.jo
When was your organisation established?	1986
Explain what your organisation does, describe the services or products your organisation delivers	Academic institution with various community tasks and projects on the local, national, and regional levels
Which projects/activities has your organisation already implemented successfully? Please describe 2 – 3 projects shortly with a maximum of 300 words.	<p>Here are some examples of successful research projects done in the university in the area of management:</p> <ul style="list-style-type: none"> • Modernization of Teaching MeThodologies in Higher educatiOn: EU experience for JorDan and PaleStinian Territory, (METHODS) • Development of Environmental engineering courses and injection of climate change concept for undergraduate curriculum: EU experience for Jordan and Syria. • Establishment of an Interdisciplinary Clinical Master Program in Rehabilitation Sciences at JUST. • Interprofessional student-run primary CARE clinics: A University-Enterprise Knowledge Triangle Cooperation Approach (I CARE). • The relationships between authentic leadership, self-efficacy, job satisfaction and intention to stay among Jordanian nurses.
Number of employees (male/female): The MSP aims to allocate 50% of all scholarships to female participants	There are 1,006 faculty members at Jordan University of Science and Technology. The percentage of female faculty members is ; 28.6%.

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Basic data for the training

<p>What is the topic of the training that you are requesting? (Explain in details what training you would like to receive)</p>	<p>The training requested will be done in two separate groups a basic level and an advanced level. The participants (Syrians and Jordanian) will be given the choice to attend either the basic or the advanced training on the below topics. We request that the advanced course to be taught in English, and the basic course to have translation to Arabic</p> <p>Management of Development Projects and Programmes: How to plan, manage, monitor and evaluate your interventions so you achieve results and learn in a complex environment? You need to deal with challenges related to communication, negotiations, human resource and conflict management. You also have to assess and boost your own and your partner's organisational capacities. A comprehensive course that prepares you for all these circumstances, and includes study cases, visits and real-life experiences.</p> <ul style="list-style-type: none"> - Understanding all stages of a Project cycle - Understand relevant methods for results-based planning, like Theory of Change and result chain - How to do monitoring and evaluation M&E for your projects, setting indicators, make monitoring plans and define evaluation criteria - How link intervention to the Sustainable Development Goals and the project cycle - How to Manage your staff and teams effectively. - How to Enhance communication and steer on equality and diversity - Know how to assess your own and your partner's organisational capacity (The information about the project was borrowed from MDF Training and Consultancy, that, we believe fit our needs in this area)
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In which month would you like to receive the training in 2023?	May or June, 2023
In which language would you like to receive the training?	English (Advanced level course) Arabic (The basic level course)

Training justification

What are the current challenges your organisation is facing? Which challenges would you like to address through the training?	<p>Jordan University of Science and Technology is the most reputable academic organization in Jordan. One of its strategic goals is Developing and raising the efficiency of the university administration and enhancing and evaluating institutional performance. However, one of the limitations that faces the projects is the lack of skills of its employees involved in the process of project management. The lack of resources with high competition in the country increase the complexity of the environment the organization faces, which require specialized skills that we believe are lacking/limited with huge room for improvement.</p> <p>The training will help unifying the procedures/processes involved in project management in addition to standardizing the methodology used to minimize the effort and time needed to achieve successful future projects and to increase efficiency and impact of projects.</p>
How should the training address these challenges?	Through the proposed training, we intend to overcome these limitations by focus on capacity building by investing in the organizations' employees through the gain of advanced knowledge and skills in the area of Management of development projects and programmes such as: conflict management, monitoring and evaluation, define evaluation criteria, and linking intervention to the Sustainable Development Goals.
Which knowledge and skills do your staff members need to learn during the training?	<ul style="list-style-type: none"> • Planning, managing, monitoring and evaluating projects • Dealing with challenges related to communication • Dealing with challenges related to negotiations, • Dealing with challenges related to human resource • Dealing with challenges related to conflict management • Linking projects to the organizational sustainable goals. • Team management
Which level of training is required? Basic or advanced?	<p>Same topics but one in Basic & one in Advanced:</p> <p>Basic: Tailored to enhance the knowledge and skills of the Syrian students attending the training.</p> <p>Advanced: Tailored to enhance the knowledge of the University to develop the staff's skills and capabilities in line with staff development as we believe this will indirectly achieve organisational development at our university.</p>

Participants

<p>How many male and female staff members will attend the training? Please note that the MSP aims to allocate 50% of all scholarships to female participants.</p>	<p>8 Jordanian staff members 18 Syrian Stakeholders</p> <p>With at least 50% Female participants.</p> <p>The 8 Jordanian staff will attend the advanced course, the 18 Syrians will attend the basic course, the option will be given for them to attend the advanced if they feel it will benefit them more.</p>
<p>How will your organisation ensure that the most relevant staff members are selected for participation? Staff who can contribute towards resolving the challenges that your organisation is facing.</p>	<p>The selected participants will represent different departments, units, and centres who are involved in the communication and administrative processes in project management in a relevant and meaningful way at the university level, which represent a comprehensive network of personnel to form a network to maximize the desired outcomes from the training.</p> <p>An open invitation for all Syrian students with a good academic track record studying at the university will be invited to apply, they will be asked to express their motivation to apply and the expected benefits they expect from attending this training.</p>
<p>What measures will your organisation take to ensure female participation in the training?</p>	<p>Jordan University of Science and Technology strives for including female faculty members and employees at different occasions at the national and international levels. Female faculty members and employees participate in shared governance at the University. Female faculty members are represented at the top management level in the university. For example, there are six female faculty members in the Deans' Council (a vice president and 5 faculty deans).</p> <p>We will ensure at least 50% of participants to females. We will ensure coordination with their work/study schedules to ensure no conflict will happen.</p> <p>In our communication we will especially encourage females to apply, and offer an information session should they have any questions.</p>

<p>What are the positions, tasks, responsibilities, level (junior/senior) and education background of the participating staff members?</p>	<p>Faculty members and employees involved with managerial positions and supervising responsibilities will be recruited to participate in the training. This will include employees from different faculties and units at Jordan University of Science and Technology. Delegates from different faculties, deanships, and units should have a minimum of Bachelor's degree to be eligible to participate in the training. In addition to key students.</p>
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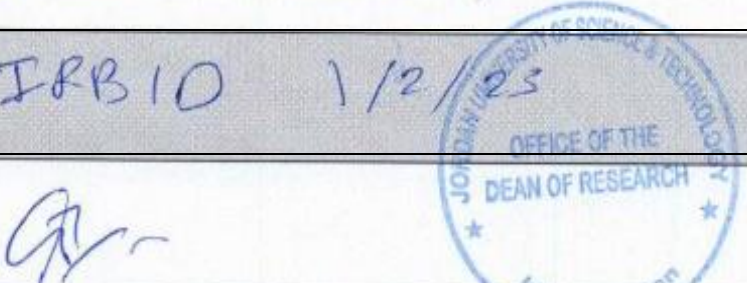
Additional information

<p>How will your organisation support participants to effectively implement the acquired knowledge and skills they have gained after the training?</p>	<p>The objectives of the training will be aligned with the strategic plan for Jordan University of Science and Technology (Strategic Goal #1). In addition, the organization will make sure that the training will be effectively implemented through making informed decisions to select the most qualified delegates from the faculties, deanships, and units.</p> <p>Strategic plan goal #1: Developing and raising the efficiency of the university administration and enhancing and evaluating institutional performance.</p> <p>Sub-Objectives: 1. Review, develop and update the legislation in force (regulations and instructions) at the university in line with the requirements of the stage. 2. Activate the process of evaluating the institutional performance of all faculties, centers, units and departments of the university. 3. Develop institutional performance and enhance the university's basic values, so that it includes documenting and improving all processes, in addition to empowering the employees of the university</p> <p>Furthermore, the university staff will be asked to share the knowledge, skills and study material they received with their colleagues and departments for knowledge sharing and maximum impact. If there is lots of interest from other colleagues, the university will organise an information session and present the most important knowledge learnt to the staff.</p>
<p>Provide an estimation of the number of people that will indirectly benefit from the training, through sharing of knowledge and skills. For example by giving a presentation or a workshop.</p>	<p>All employees at Jordan University of Science and Technology (2288) will be targeted to benefit from the provided training by the end of 2026. 25% of the employees will be targeted a year starting from 2023 through 2026. We are expecting to have 100% coverage by the end of 2026 because the training will be integrated and aligned with the strategic plan for Jordan University of Science and Technology.</p>

<p>Which internal or external factors may prevent the TMT from having the desired effect on your organisation?</p>	<p>Internal factors: 1) employees' lack of motivation toward incorporating new skills into daily routine works, 2) scheduling and time management issues to accommodate the training into the work schedules for employees. External factors: 1) travel restrictions such as obtaining visas, 2) the cost of training may limit the number of trainees who will be responsible to achieve our goal of training 100% of the university employees by 2026.</p>
<p>What can you do to reduce these risks?</p>	<p>1) Increasing the employees' motivation by advertising for the workshops. The advertisement will include information about the potential benefits of the training such as time management, conflict management, and negotiation skills. 2) Incorporating the workshops into the university staff and faculty development programs. 3) Holding workshops at different time points and dates to enhance the flexibility of choosing the time and date the best meets the employees' work schedule. 4) Applying for visas ahead of time to allow for making changes, if necessary. 5) The delegates will be carefully selected to represent the different faculties, deanships, and units in the university.</p>
<p>Would you like to share any other relevant information?</p>	<p>We believe that this training will add to the knowledge and skills of the faculty members and students at Jordan University of Science and Technology. The training will help the trainees gain time management, conflict management, and negotiation skills essential for improving the productivity and efficiency at the university level.</p>

Statement by the local organisation:

I, the undersigned, certify that the information provided in this application form is true and correct. By submitting this application to Nuffic, I endorse the objectives of the Mena Scholarship Programme (MSP).

<p>Full name legal representative of the organisation:</p>	<p>Professor Tareq L. Mukattash Dean of Research</p>
<p>Place and date:</p>	<p>IRBIO 1/2/25</p>
<p>Signature:</p>	

The complete application form must be dated and signed and submitted by e-mail to Nuffic msp@nuffic.nl before the application deadline of 10th November 2022, 11 a.m. CEST. Application forms that are received by Nuffic after that date will not be taken into consideration.



The MENA Scholarship Programme (MSP)

This project is part of the [MENA Scholarship Programme](#). The MSP aims to build bridges through knowledge by offering opportunities for capacity building within organisations in the Middle East and North Africa.