



Draft Agenda
Training of Trainers Seminar on Labour Migration
Albania 3 & 4 December 2009

Seminar Moderator: Andrew Watson, Senior Training Consultant

General Rapporteur: Ms. Amaia Sotes Linares-Rivas, Economic Affairs Officer, OSCE/Vienna

Expert Trainers: Ricardo Cordero, Senior Expert, Labour and Facilitated Migration, IOM Geneva
Alexandre Devillard, Researcher, LFM/IOM Geneva
Nina Lindroos-Kopolo, Economic Adviser, OSCE /Vienna

Day one: 3 December

08:30 – 09:00 **Registration of participants**

9:00 – 09:20 **I. Introduction**

Welcoming remarks

- Representative of the Government of Albania (tbc)
- Chief of Mission IOM/Albania
- Representative of OSCE (name tbc)

Background on development of the Training Modules on Labour Migration

- By A. Devillard, - IOM/Geneva

09:20 - 10:00 **II. Introductory Session**

By Andrew Watson, Senior Training Consultant

- Objectives of the ToT, Methodology and Agenda
- Introduction of trainers and participants
- Participants expectations for the ToT

10.00-11.00 **III Overview of the training modules**
By A. Devillard and R. Cordero – IOM, Geneva

11.00 – 11.15 Coffee break

11:15 – 12:30 **IV. Introduction to Adult Learning**
- by A. Watson, Senior Training Consultant

- Effective Facilitation Techniques
- Methods of adult learning
- Role of the trainer
- Exercises in learning techniques

12:30 – 13:30 **Lunch break**

13:30 – 15:00 **V. International Cooperation and Bilateral Labour Agreements**
- **Module C** – by A. Watson, Senior Training Consultant

- Explanation of learning objectives, materials and trainer guidelines (10')
- Global and regional cooperation (20')
- Bilateral Labour Agreements exercise (45')
- Debrief on the content and evaluation of training methodology by participants (15')

15:00 – 15:15 **Coffee break**

15:15 – 16:45 **VI. Gender-Sensitive Labour Migration Policies**
- By N. Lindroos-Kopolo, Economic Adviser, OCEEA/OSCE

- Brief introduction of Guide, learning objectives and training materials (10')
- Background to Gender and Labour Migration (10')
- Introduction of Case study exercise (10')
- Small group activity (30')
- Discussion and feedback from participants (20')

16:45 – 17:00 **VI. Summary of the day**
- by A. Watson, Senior Training Consultant

Day two: 4 December

09:00 - 09:15	Evaluation of lessons learned from previous day and suggestions for coming day - by A. Watson, Senior Training Consultant
	<u>I. Training delivery practice for participants</u>
09.10 - 09.20	Explanation on the dynamics of the practice day (10') – by A. Watson
09:20 – 11:20	Participants work in groups of two to develop presentations of agreed elements of the modules, including facilitation of discussion and group exercises.
11.20 – 11.30	Coffee break
11.30 – 12.30	First two groups present materials – each followed by a short review of approach and issues
12:30 – 14:00	Lunch break
14:00 – 15:30	Final three groups present materials – each followed by a short review of approach and issues
15.30 – 15.45	Coffee break
15:45 – 16:30	<u>II. Evaluation of the ToT by participants</u>
16:30 – 17:00	<u>III. Summary and conclusions of the ToT</u> - by Andrew Warson and A. Devillard
17:00 – 17:15	<u>IV. Closing by OSCE and IOM</u> - by N. Lindroos-Kopolo and Ricardo Cordero

*To be adjusted based on the real number of participants