**AIDSTAR-Two Project Trip Report – Malawi Jan. 13 – Jan. 19, 2013**

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5 key words:

HIV
Malawi
Training of facilitators
Leadership
LDP Training

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**1. Scope of Work:**

| | |
|---|---|
| Destination and Client(s)/ Partner(s) | Malawi AIDSTAR -Two , MSH |
| Traveler(s) Name, Role | William Kiarie, MSH Consultant |
| Date of travel on Trip | 13 – 19 January 2013 |
| Purpose of trip | LDP Training of Facilittators drawn from Malawi AIDSTAR-Two staff |
| Objectives/Activities/ Deliverables | Provide LDP TOF Training and follow-up |
| Background/Context, if appropriate. | In Malawi, the AIDSTAR-Two project provides organizational capacity building technical assistance to 14 civil society HIV/AIDS organizations to enhance their ability to deliver high-impact sustainable services. AIDSTAR-Two, a two year project, has been working in Malawi since Oct. 2011. The project is currently providing needs-assessed, context-specific interventions to strengthen internal administrative and financial systems, grants management, leadership and governance, advocacy, workforce management and performance, and monitoring and evaluation (M&E) that contribute to achieving sustainable results.<br>During the prioritization process, five of the 14 CSOs identified weaknesses in leadership as a priority challenge, many more identified various areas of management as a priority to work on with AIDSTAR-Two. Beginning in February 2013, AIDSTAR-Two will launch a 3-month LDP, led and facilitated by AIDSTAR-Two/Malawi staff. During this LDP, organizational teams will be introduced to leadership practices and tools through a series of three participatory workshops. Organizational teams will use this information to address real workplace challenges and produce measurable organizational results. In preparation for the LDP, AIDSTAR-Two requests the provision of a 5-day Training of Facilitators on delivering the LDP for Malawi staff members. |

**2. Major Trip Accomplishments:** Should include the major programmatic goals realized, relevant metrics, and stories of impact from the trip.

- Successfully trained six Malawi AIDSTAR-TWO technical staff
- The participants felt they fully understood the LDP concepts and were ready to roll-it out in the training of CSOs (Refer to Training Report)
- Agreed on a program for the LDP workshops and coaching

**3. Next steps:** Key actions to continue and/or complete work from trip.

| Description of task | Responsible staff | Due date |
|---|---|---|
| Agree on how they will use the new trainers to conduct LDP training – how many and which staff will be involved in the training | AIDSTAR-TWO Malawi Team | 25 January 2013 |

| | | |
|---|---|---|
| Promote the LDP training to the CSOs' leadership so as to get the right staff/teams attending the training | AIDSTAR-TWO Malawi Team | 31 January 2013 |
| Conduct the LDP training and coaching | AIDSTAR-TWO Malawi Team | 11 February 2013 |

**4. Contacts:** List key individuals contacted during your trip, including the contacts' organization, all contact information, and brief notes on interactions with the person.

| Name | Contact info | Home organization | Notes |
|---|---|---|---|
| Leornard C Nkosi | | AIDSTAR-Two Malawi | |
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**5. Description of Relevant Documents / Addendums:** Give the document's file name, a brief description of the relevant document's value to other staff, as well as the document's location in eRooms or the MSH network. Examples could include finalized products and/or formal presentations, TraiNet Participant List, Participant Contact sheet, and Meeting/Workshop Participant Evaluation form are examples of relevant documents.

| File name | Description of file | Location of file |
|---|---|---|
| LDP facilitator Guide | | Leadernet |
| Managers Who Lead | | Leadernet |