

Training: Organizational Development- Basic Module

Aim & Objectives:

This training aims to provide participants with the basic knowledge and skills about Organizational Development.

After completion of this training the participants should be able to:

- Have a basic understanding of Organizational Development.
- Know how to plan for Organizational Development
- Understand the influence of organization's decisions and activities

Target Participants:

The training is designed for staff of social organizations who have recently been appointed to management positions or who are involved in the management of the organization.

Training Contents:

- Definition of an organization
- Diagnosis of an organization
- Organizational Design
- Organizational Development (OD)
- Mission & Vision
- Techniques for OD

Course details:

Trainer:	Mr. Tran Trong Duc
Language:	Vietnamese
Duration:	3 days
Fee: (*)	USD 150
Dates:	17-19 October 2005
Application deadline:	19 September 2005

Course Outline	
Day 1 (8.30-17.00)	Definition of an Organization Components of an Organization Approaches of Organizations Environment of Organizations
Day 2 (8.30-17.00)	Mission - Vision Structure of Organizations Analysis of Resources Common Problems of Organizational Design Principles, content and steps for Organizational Design
Day 3 (8.30-17.00)	Various forms of Organizational Design Concept of Organizational Development Characteristics of Organizational Development The importance of Organizational Development Techniques of Organizational Development

(*): Notice: fee may be reduced for social workers or staff working directly with disadvantaged children who do not have access to funding for training.

Social Development Training Centre

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Course Trainer:

Name: Mr. Tran Trong Duc

Occupation: Director of SDTC

Nationality: Vietnamese

Degrees: PhD in Sociology

Areas of Expertise:

- Public Administration
- Organizational Development
- Development Sociology
- Urban Sociology
- Organizational theories
- Sociology theories

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