



FOR CONTACTS

TRAINING

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Booking for Conference hall and Accommodation

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CDI

...committed to transform the society
through value-based education and formation.



Caritas Development Institute

Center for Training and Research
A Trust of Caritas Bangladesh



Caritas Development Institute (CDI) was established in 1983 as a Training and Research Centre of Caritas Bangladesh. Since its inception, CDI has been playing a vital role in formation and capacity development of Caritas staff, other NGO staff, People's organization, Church and Ethnic Institutions. CDI was declared as a trust of Caritas Bangladesh on 11th January 2010. Since then CDI has been governed under the guidance of a Board of Trustees (BOT). Being a trust of Caritas Bangladesh, CDI got autonomous authority to grow up as an independent national institute for value education, formation and capacity development. Being a training and research centre, CDI has been significantly contributing towards promotion and sustainability of Caritas philosophy, values and principles among its development partners.

VISION

In the light of the Social Teachings of the Church, Caritas Bangladesh envisions a society, which embraces the values of freedom and justice, peace and forgiveness, to live as a communion and community of mutual respect and love.

MISSION

CDI aspires to develop human resources through capacitating Caritas Bangladesh and partner NGOs staff; and Church, ethnic and social institutions for effective and efficient management of their development initiatives in the way of professional institutional and personnel management capacities.

CDI GOALS

- Developing Human resource for social transformation and sustainable development: Strengthening human resource and civil society actors for institution building, social transformation and sustainable development.
- Establishing demonstrable contribution through socio-economic research: Contributing development interventions through research/study for social advancement.
- Establishing user-friendly Learning and Resource Centre : Strengthening quality services of Library and ICT as a learning and Resource Centre through modern and digitalized technology.

KEY DOMAINS OF CDI

TRAINING:

Training is one of the key domain of CDI. CDI plays a vital role for institution and capacity building of Caritas and its development partner's. CDI has long experience in designing, and conducting training courses. CDI offers a broad range of training courses. These are :



B. Education and Formation

- Orientation on Caritas and Development
- Value Education
- Early Childhood Development (ECD)
- Training of Trainers (TOT)
- Training Need Assessment
- Facilitation Skill Development
- Basic Computer Skills
- Counselling

C. Health and Sanitation

- Reproductive Health and Rights
- Reproductive Health and Life Skill
- Child Nutrition
- Water, Sanitation and Hygiene (WASH)

Short Courses

A. Community and Social Development

- Social Analysis and Development
- Community Driven Development (CDD)
- Asset Based Community Development (ABCD)
- People Led Development (PLD)
- Integrating a Value Chain Perspective in Rural Development
- Market Assessment
- Entrepreneurship Development
- Local Resource Mobilization
- Organizational Development
- Facilitation to People's Organization
- Livelihood Promotion and Food Security



D. Ecological Conservation and Development

- Climate Change Adaptation and Mitigation
- Disaster Management/ Risk Reduction
- Facilitation Skill Development of Disaster Emergency Initiative

E. Right Based Approaches and Good Governance

- Advocacy, Lobbying and Networking
- Good Governance
- Human Rights, Justice and Peace
- Prevention of Human Trafficking
- Child Protection and Development

F. Men-Women Relationship (Gender)

- Men-Women Relationship and Development
- Men-Women Relationship Analysis Frameworks
- Mainstreaming Men-Women Relationship in Climate Change and Adaptation
- Facilitation and Men-Women Relationship in Disaster Risk Reduction Activities

G. Leadership and Management

- Leadership Development
- Leadership and Management
- Adivasi Leadership
- Youth Leadership
- Woman Leadership
- Community Leadership and Management

- Effective Communication
- Team Building
- Effective Managerial Skill Development
- Planning and Management
- Development Management
- Financial Management
- Co-operative Credit Union Management
- Office Management
- Personnel Management
- Stress Management
- Conflict Management/Peace Building
- Grievance Management
- Community Based Organization Management

H. Project Planning, Monitoring and Report Writing

- Designing Project and Writing Quality Project Proposal
- Do No Harm
- Protection Mainstreaming
- Result Based Management (Planning)
- Result Based Management (Monitoring)
- Result Based Management (Reporting)
- Participatory Impact Monitoring (PIM)
- Report Writing and Analytical Skill Development
- Strategic Planning
- Research Methodology

Diploma Course on Social Analysis and Development

CDI offers a three-month long Diploma Course on Social Analysis and Development. The course aims to gain a deeper understanding about social and development issues in the local, national and global context. It also aims to enhance capabilities for effectively respond to community needs in the light of spirituality and morality of Key Religions.



CDI also offers tailor made training based on the organization's requirement.

RESEARCH

Research Unit is an important domain of CDI. Its area of specialization is conducting different socio economic research, empirical research, exploratory research, ethnographic research and participatory action research for Caritas Bangladesh, partner organizations, and other non-government organizations at national and international level. CDI has an experienced pool of researchers who have substantial specialization in the field of poverty alleviation and economic development, climate change and environment, migration socio cultural development, land issues, Disaster Management, WASH, Education, Development of Indigenous peoples, Gender issues and other contemporary issues. The experienced researchers of CDI also provide consultancy services for partner organizations at home and abroad. CDI research explores innovative thoughts and develops knowledge and helps to apply it as well in different development areas. CDI Research Unit conducts research in the areas of:

1. Socio-Economic Study
2. Baseline and Endline Study
3. Impact Assessment / Project Evaluation
4. Need Assessment
5. Project Feasibility Study
6. Social Action Research and
7. Tracer Study



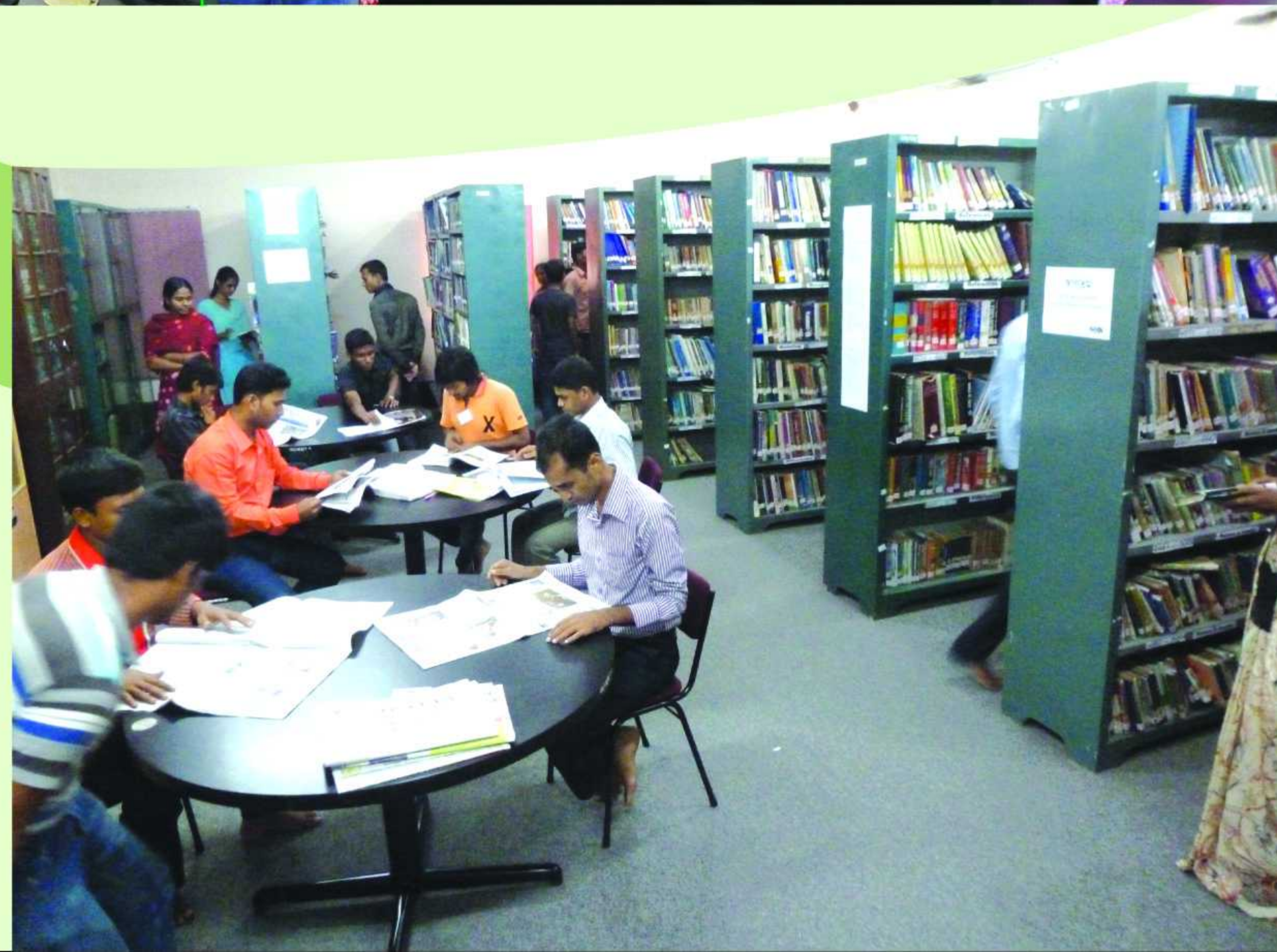
INFORMATION, COMMUNICATION AND DOCUMENTATION

CDI has a modern and rich library with a large collection of fictional and non-fictional books, journals, periodicals, magazines, various training related documents, training module; huge collection of news clipping on varies topics, audio-video CDs and DVDs, daily newspapers. It is developed as a multimedia information dissemination and documentation center. Development practitioners, trainees, researchers, academicians, students and other interested persons can use the library facilities.



CDI Library provides the following facilities:

- ✓ User-friendly environment.
- ✓ Fully air-conditioned study area, well- furnished seating arrangement for individual and group study.
- ✓ Rich collection of academic and non-academic books, journals, periodicals, various reports from government and NGOs, daily local newspaper.
- ✓ Circulation of library materials.
- ✓ Reprographic service (Photocopy, Scan, Print etc.)
- ✓ Current Awareness Service (CAS)
- ✓ Reference and Referral service
- ✓ Cyber zone facilities.
- ✓ News clipping on various issues all over the world.
- ✓ Selective Dissemination of Information (SDI Service)
- ✓ Automated library operation.



CONSULTANCY

CDI provides consultancy services for its development partners. Its areas of expertise are:

1. Training Needs Assessments (TNA)
2. Training Modules and Material Development
3. Designing Project Proposal
4. Program Management
5. Designing and Conducting Research/Study
6. Setting up of Library and Information Center
7. Program/Project Evaluation
8. Strategic Planning.

CDI FACULTY

CDI has well-experienced professional faculties and they regard themselves as facilitator in the learning process. Besides, CDI outsources renowned trainers and researchers from GOs and NGOs for conducting training/workshop and research as and when needed.

PHYSICAL FACILITIES

Training/Meeting/Seminar Room

CDI has two well-equipped fully air-conditioned training halls. The training halls have the capacity to accommodate 50 and 30 trainees respectively. Generator service along with modern training aids such as multimedia projector, laptops and Wi-Fi are

available and widely used in training sessions. Besides, computer, photocopy, printers, scanners are available for producing and procuring the training materials.

CDI has the capacity to accommodate 50 participants at a time with AC and non-AC facilities. All living rooms are double bedded along with attached bath. The residence has access to high-speed Wi-Fi services and cable network with pleasing and natural environment.

CDI has its own catering service with an air-conditioned dining hall, where 60 people can dine at a time. The fully equipped kitchen provides wholesome food, buffet and others as per requirements of clients.



RESERVATION

Reservation can be made over phone but must be confirmed through e-mail/letter one month in advance.

ADMISSION PROCEDURE

Training participants are required to be nominated by their respective organizations/sponsors. Request has to be made at list one month before the course commences.