**Training Agenda**

*Leadership, Governance, Monitoring & Evaluaton in Primary Healthcare Settings*  
**Time:** 9:00 AM – 4:30 PM

**Venue:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_/\_\_\_/\_\_\_

### ****DAY 1: Understanding Leadership & Governance in PHC****

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| ****Time**** | ****Session**** | ****Content**** |
| 9:00 – 9:30 AM | Registration & Opening | Welcome remarks, training objectives, participant introductions, expectations |
| 9:30 – 10:30 AM | **Session 1.1: Concepts of Leadership and Management** | Understanding leadership vs. management, roles in PHC, characteristics of effective leaders |
| 10:30 – 11:15 AM | **Session 1.2: Leadership Styles and Competencies in PHC** | Overview of leadership styles, adaptive leadership, WHO leadership competencies |
| 11:15 – 11:30 AM | **Tea Break** | |
| 11:30 AM – 12:30 PM | **Session 1.3: Principles of Good Governance in Health** | Accountability, transparency, participation, equity – examples from KP context |
| 12:30 – 1:15 PM | **Session 1.4: Conflict Management and Collaboration in PHC** | Types of conflict, communication and negotiation skills, practical group exercise |
| 1:15 – 2:15 PM | **Lunch & Prayer Break** | |
| 2:15 – 3:15 PM | **Session 1.5: Leading the Health Team** | Building trust, delegation, motivation, leadership in daily operations |
| 3:15 – 4:00 PM | **Session 1.6: Role of Health Managers and Frontline Staff in Strengthening PHC** | Integration of roles, teamwork, examples from KP-HCIP initiatives |
| 4:00 – 4:30 PM | **Reflection & Wrap-up** | Key learnings, takeaways, Q&A, preparation for Day 2 |

### ****DAY 2: Monitoring, Evaluation and Applying Leadership for Improved Outcomes****

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| ****Time**** | ****Session**** | ****Content**** |
| 9:00 – 9:15 AM | Recap of Day 1 | Review of key points and participant reflections |
| 9:15 – 10:00 AM | **Session 2.1: Introduction to Monitoring and Evaluation Concepts** | Understanding M&E in PHC, purpose and link to decision-making |
| 10:00 – 10:45 AM | **Session 2.2: M&E Framework in the Health Sector** | Logical framework, results chain, roles and responsibilities |
| 10:45 – 11:00 AM | **Tea Break** | |
| 11:00 – 11:45 AM | **Session 2.3: Developing and Using Indicators** | SMART indicators, data sources, practical examples |
| 11:45 AM – 12:30 PM | **Session 2.4: M&E Plan and Data Quality Assurance** | Components of an M&E plan, data verification, supervision checklists |
| 12:30 – 1:30 PM | **Lunch & Prayer Break** | |
| 1:30 – 2:15 PM | **Session 3.1: Integrating Leadership and M&E for Effective Health Management** | Using data for decision-making, accountability and performance tracking |
| 2:15 – 3:00 PM | **Session 3.2: Performance Review and Supportive Supervision** | Conducting reviews, providing feedback, supervision exercises |
| 3:00 – 3:30 PM | **Session 3.3: Team Building and Communication in PHC Settings** | Collaborative decision-making, motivation, conflict resolution |
| 3:30 – 4:00 PM | **Session 3.4: Action Planning, Follow-up and Sustaining Improvements** | Developing facility action plans, follow-up indicators, reflection |
| 4:00 – 4:30 PM | **Evaluation & Closing** | Key learning points, commitments, participant feedback, certificate distribution |