

Call for application for a Professional Training on Consultancy Management

Course Code: EPRN15/PT/23

DATES: (5 days EVENING): from 02nd to 06th October 2023

Venue: University of Rwanda, Gikondo Campus

1. Introduction

Consultancy is an activity that consists of diagnosing problems and solving them. This way, consulting services can be offered either by a professional expert in the area in which the consultancy needs to be performed or by a consulting firm. Today's organizations are tasked with creating better products and services, creating them more quickly, and doing so with fewer resources. These new pressures make consulting skills a must-have for modern business. A consultative approach offers a practical route to faster organizational buy-in, improved client relationships and better customer service.

Like any other business, consultancy practices need to be managed and business performance depends on the quality of management. This intensive course focuses on the key competency areas that are needed to manage consultancy work effectively. This course is for both consultants, procurement officers, projects managers, and any other person who develop or manage consultancies. It is also valuable for those who want to progress to more senior roles in a consulting practice that involve managerial as well as consulting skills.

This training is very practical and interactive thus providing a step by step approach to develop consultancy proposals and/or to manage consultancies (services, works and supplies).

2. Course content

This course will cover the following sub-topics:

- Introduction to Consultancy Management
- The Consulting Process
- Essential Consulting Skills
- Business Development for Consultants
- Industry-Specific Overview

- Tools and Technologies in Consulting
- Practical Application and Case Studies
- Consulting Ethics and Legal Considerations
- International and Cross-Cultural Consulting Basics
- Trends and Future of Consulting
- Final Assessment and Course Review

3. Training methods

This training course will be run in a workshop style with a high degree of participants' involvement. Adult learning methodologies will be employed, and participants will not be passive. Debate and open discussions will be encouraged. The trainer will use a mix of presentations to define and explain key concepts and practical exercises. Samples of case studies will be analyzed to learn from best practices in consultancy management.

4. Certificate

EPRN will issue completion certificates to participants who will successfully attend the course and pass the course test.

Note: At the end of the course, the trainer will deliver a test, and ONLY participants who will get at least 60% will get the certificates. Others will be advised to wait until another similar training opportunity which they will attend free of charge (this chance is provided only once).

5. Training fees, venue, date and COVID-19 requirements

- **Members:** 60,000 Rwf
- **Non-members:** 100,000 Rwf

This training will be held at University of Rwanda, Gikondo Campus (former SFB building) from 02nd to 06th October 2023 (5h30pm-9pm).

6. Payment process

Interested applicants are encouraged to pay the registration fees through the following bank details:

- Bank Account: **00040 06945750 07** RWF (Bank of Kigali)
- Title of the Account: Economic Policy Research Network

Scan the bank slip and send it to: info@eprnrwanda.org OR bring the hard copy of bank slip

to EPRN office at University of Rwanda- Gikondo Campus (former SFB). You can also pay through MTN MOMO PAY (*182*8*1*030683#) or through PayPal on our website (www.eprnrwanda.org) and notify us through info@eprnrwanda.org

If you need further clarifications, call us through: 0788357648 or write to us: info@eprnrwanda.org

Kigali, 15/09/2023



Mr. Seth Kwizera
Executive Director

