

**Basic training on gender, gender equality and introduction of the gender perspective in public policies**

**Module 1  
The gender concept and introduction of the gender perspective in the public policies**

**Тraining description**

**Вежба:Зборувај објективно**

The training on gender concept and gender equality is an intervention for development and practicing of tools, for capacity building, awareness raising on certain social conditions and changing of behavior of the participants.

The training should provide an understanding of the gender issues and practical implementation of tools. It differs from trainings on other topics in that it touches on personal and political issues. The training focuses on four key characteristics: knowledge, attitude, skills and habits. That is why assessment of the needs of the participants is planned before the training. Gender is a serious issue and has far-reaching implications, which is why the training is designed to be flexible and to be able to cover all issues, while meeting the needs of the participants.

The training includes five chapters that should give an answer the following topics:

* Basic gender concepts
* Introducing a gender perspective in strategic planning and public policies
* Gender policies
* Introduction of a gender perspective in the public policy planning cycle
* Advocacy strategies for gender equality

**Overview of topics**

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| Basic gender concepts | Basic | Participants have established knowledge of gender, gender roles, gender identity and gender stereotypes  Participants distinguish between gender awareness, gender equality, gender blindness and gender neutrality  Participants know the importance of gender-disaggregated data and gender indicators and know how to use them |
| Introduction of a gender perspective in strategic documents and public policies | Basic | Participants understand the purpose of incorporating a gender perspective in the policies  Participants know how to use tools to incorporate a gender perspective into public policies and programs |
| Gender policies | Basic | Participants distinguish between gender responsive policies, gender neutral policies and gender transformational policies |
| Advocacy strategies for gender equality | Basic | Participants understand the advocacy process and know advocacy tools |

**Profile of participants**

The training is suitable for civil and public servants of all levels. Preference is given to people who work at the intermediate and senior level.

**Number of participants**

In order to ensure adequate training dynamics and for efficiency purposes, it is necessary the number of participants to range from 18 to 20 participants.

**Duration of the training**

The training has a total duration of 735 minutes divided into two working days. The agenda includes introduction session, final session and 5 thematic sessions of 90 minutes each. The training can be held as a separate module or combined with other thematic modules.

**Method of training**

The training is in the format of an interactive workshop. The approach of the trainer is open, which means the trainer has his/ her own part for presenting the contents and also providing space for questions and discussions by the participants.

The training also leaves room for exercises through which the participants will be able to use the knowledge gained during the training and to directly reconsider their own views as well as the views and interests of different interest groups.

The training is best conducted with physical presence because it requires intensive interaction and discussions about the value systems and attitudes. However, it can also be quickly adapted for distance learning. The training should be delivered in a space that offers an opportunity to build trust between the participants and for informal discussions on the topic. It is important that the group of participants includes men and women as well as different ethnic communities.

**Approach of the trainer**

The purpose of the workshop is to provide space for participants to apply the knowledge acquired at the training, to reconsider their views and to exchange experiences. Presentations should cover the basic issues about the topic and leave room for discussion. Audio-visual aids are crucial for presentations to be more effective.

Implementation of an appropriate seating arrangement can encourage active participation and encourage the exchange of experiences between participants. It is recommended that participants sit in small groups around a table. There should be enough space in the room for role-playing, demonstration and energizing exercises.

**Materials**

Workshop plan (with a detailed description of the content as well as methods and techniques of work for the trainer)

Presentations, see the Annex Presentations

Handouts for participants (worksheets, questionnaires, presentations, evaluations and additional reference materials), see the Annex Exercises and Materials

**Technical means**

Laptop

Digital board or LCD projector

**Evaluation**

The final training evaluation is used to obtain feedback from the participants on the quality and value of the training. Evaluation information can also help to improve the content and delivery of the training in the future as well as to accept certain suggestions for improvement in the area of ​​logistics and organization. An example of an evaluation questionnaire can be found in the attachment - Evaluation.