



Dear Sir/Madam

CRIME AND VIOLENCE PREVENTION TRAINING COURSE: A CALL FOR PARTICIPATION

BACKGROUND

The Department of Public Management at the Polytechnic of Namibia in partnership with the Centre for Justice and Crime Prevention (CJCP) in South Africa is hosting a training course in crime and violence prevention. The crime and violence prevention training course stems from the understanding that crime and violence remain amongst the greatest challenges compromising government efforts in development prospects. Hence, the relationship between crime and violence; and development is increasingly recognised. The continued traditional approach of confining crime and violence prevention to the criminal justice system has not brought a significant reduction in crime and violence. In fact, this traditional approach to crime defeats the ultimate vision of creating safe and secure communities. The Department of Public Management holds the view that the criminal justice system alone cannot curb violence, and therefore effectively addressing crime and violence requires an integrated, long-term approach that focuses on the root causes and drivers of crime, in addition to traditional law enforcement and criminal justice sanctions. In this regard and in recognising its academic role, the Department of Public Management in partnership with CJCP aim to train officials in the public (national, regional and local authorities), private (business organisations) and civil society (non-governmental and community-based organisations) sectors in areas of crime and violence prevention as part of strengthening ongoing crime and violence prevention initiatives.

COURSE OBJECTIVES

The objective of the training course is to enable successful participants to understand crime and violence and their prevention within the Namibian context. Ultimately, the course intends imparting the necessary skills, knowledge and competencies that would enable public, private and civil society officials to successfully formulate, implement and; monitor and evaluate crime and violence prevention strategies. In so doing, the training course will explore strategies, tools and methods to combat crime and violence and will look at best practices both locally and internationally. In addition, the course will also have a monitoring and evaluation component dealing specifically with local accountability and impart tools to effectively report and evaluate crime and violence strategies. The training will seek to provide a balance of theory and practice and will attempt to use realistic and local case studies to ensure that the course remains relevant to participants.

The specific objectives are to:

1. Create an awareness of key crime and violence prevention theories and practice;
2. Generate an awareness of the role and responsibilities of all actors and stakeholders, with a particular focus on government stakeholders (national and sub-national), in developing and implementing crime and violence prevention strategies;
3. Facilitate an engagement with, and identify gaps in the existing crime and violence prevention policy framework within Namibia;
4. Equip participants with adequate skills to conceptualise, design, implement and monitor crime and violence prevention programmes and interventions, in relation to their core roles and responsibilities; and
5. Impart an understanding amongst the different sectors (public, private and civil society) in Namibia on the importance and value of key partnerships (cooperative government and cooperative governance) and the management thereof.

COURSE CONTENT

The training course will cover six modules namely:

Module 1: Crime and violence prevention theories

Module 2: The Namibian Legislative Framework in crime and violence prevention

Module 3: The role of different stakeholders in crime and violence prevention

Module 4: Project Management

Module 5: Crime and violence prevention practice

Module 6: Monitoring and Evaluation of crime and violence prevention strategies

COURSE DURATION AND DATES

The six modules will be covered over a six month period in Windhoek, with two modules covered over a one week period spread out as follows:

Module 1 and 2: Monday 22-27 October 2012

Module 3 and 4: Monday 19-24 November 2012

Module 5 and 6: Monday 21-26 January 2013

The examination is scheduled for Tuesday, 04 March 2013 in Windhoek.

COURSE GRADING

During the training week, participants will be provided with activities for completion and grading which includes a quiz (10%) and topics for class discussion and presentation (30%). In between the monthly breaks, participants will be provided with an assignment (60%) for completion and assessment. At the end of the six modules, participants who obtain a minimum of 50% for the course work will write an examination, which will be assessed. The examination will weigh 60% with the course work weighing 40%. Participants who obtain a final mark of at least 70% and above will receive a Certificate of Competence.

COST AND SPONSORSHIPS

The Open Society Initiative for Southern Africa (OSISA) is the main sponsor for the training course and will cover full training costs such as reading material, accommodation, breakfast, lunch, and dinner during the training days. **Participants are expected to pay for their own travelling and provide a daily subsistence allowance to cover incidentals.** Participants are encouraged to have adequate personal and health insurance as the crime and violence prevention project will not take liability in this regard.

APPLICATION PROCEDURES

The Department of Public Management believes that your organisation is a key player in crime and violence prevention, considering its respective legislative and policy mandates bestowed unto your organization. In this regard, the Department of Public Management kindly requests your office to nominate one person spearheading crime and violence prevention within your respectful organisation as a participant in the crime and violence prevention course. The nominated participant is expected to lead crime and violence related initiatives within your organisation and should demonstrate continued work in the area of crime and violence prevention. As part of assisting your office in nominating a participant, the following criteria should be met.

Selection criteria

- Participants are expected to at the least have a diploma or 3 years work experience in crime and violence prevention, or both.
- Participants should be able to complete the entire course and related activities and assignments.
- Participants should be English proficient.
- Middle-senior management ranking

The nominated person is expected to:

- Meet the above selection criteria;
- complete the attached application form;
- complete the attached questionnaire; and
- complete the attached employer commitment form

Please submit all the above required information to:

Pia Teek
Project Manager
Polytechnic of Namibia
pteek@polytechnic.edu.na
+264 61 207 2726

Deadline: **Friday, 05 October 2012**

Incomplete and late submissions will not be considered.

APPLICATION FORM: CRIME AND VIOLENCE PREVENTION TRAINING COURSE

Title:

Name & Surname:

Sex:

Organisation:

Sector: Public Private Non-governmental Other:

Position and level of Position:

Contact Numbers:

Email address:

Alternative email address:

Highest qualification (submit certified copies):

Work experience related to crime and violence prevention:

QUESTIONNAIRE: CRIME AND VIOLENCE PREVENTION TRAINING COURSE

1. What are the current crime and violence initiatives undertaken by your organisation?
2. What are the major issues of crime and violence in your community?
3. What is your contribution or role towards the crime and violence initiatives undertaken by your organisation?
4. What are your competencies in spearheading the crime and violence prevention initiatives?
5. Would you attend the entire course without replacing your attendance with someone else?
6. Would you complete all activities and assignments as per the requirement?

7. What are your specific interests or requirements in the crime and violence prevention training course?
8. How would you utilise the knowledge and skills to enhance your crime and violence prevention initiatives?
9. What in your view is the greatest challenge in the prevention of crime and violence in Namibia?

EMPLOYER COMMITMENT FORM

The employer commitment form should be completed by the employer.

Name and surname of nominated participant:

Name and surname of employer:

Position of employer:

Name of organisation:

Contact numbers:

Email address:

Alternative email address:

COMMITMENT

Our organisation authorises _____ (name of nominated participant) to attend the crime and violence prevention training course during the scheduled dates in Windhoek. The nominated participant is required to attend the entire course and complete all activities and assignments.

The authorisation is granted on the understanding that the nominated participant will utilise the acquired skills and knowledge to enhance existing crime and violence prevention within our organisation.

Authorisation granted by:

Employer signature:

Date: