

**A Training-for-Trainers Workshop
on
Boundary Harmonization:
Negotiation Procedures to Delimit, Demarcate and
Resolve Disputes over Boundaries**

Land Governance Support Assistance Project

**Kendeja Resort
June 8th – 10th, 2016**

Annotated Agenda

Day 1 – Wednesday, June 8th 8:30 AM – 5:00 PM

Morning Session 8:30 AM – 12:30 PM

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| 8:30 – 9:00 | Opening Session (Participants' experiences in educational settings and training programs) <ul style="list-style-type: none">• <i>Negative educational or training experiences – What made them unsuccessful?</i>• <i>Successful and positive educational experiences – What contributed to their success?</i>• <i>How can our past learnings contribute to making positive training experiences in the future?</i> |
| 9:00 – 9:30 | Training-for-Trainers Course Overview (Presentation) <ul style="list-style-type: none">• <i>Context setting - What is the purpose of this training? What are key concepts and skills being taught?</i>• <i>Participant expectations</i>• <i>Agenda preview</i>• <i>Housekeeping (Training norms, seating, orientation to training materials, herding cats officer, energizer leaders)</i> |
| 9:30 – 10:00 | How People Learn – Individual Learning Styles and Teaching Procedures (Exercise and Presentation) <ul style="list-style-type: none">• <i>What do people most remember about a notable/unforgettable educational experience or training program and why? (Can be a great program or a disaster)</i>• <i>How do people learn: brainstorm learning styles from group members (e.g., concepts, vision, self-discovery, practice, contextualizing,</i> |

procedures, tactics, strategies, types of learners...audio, visual, learning by doing)?

- *Training philosophy and design*

- 10:00 – 10:30 A Model Boundary Harmonization Workshop – Content and Logic (Presentation)
- *Review of Student Course Agenda - design, structure and rationale*
- 10:30 – 10:45 Break
- 10:45 – 11:45 Clarifying Expectations, Setting the Context (Exercise and Presentation)
- *Welcome: Introduce concept of 5 types of Participants as attention getter (Prisoners, Luncheon Group, Judge/Experts, Vacationers, Explorers*
 - *Trainer introductions*
 - *How to position/introduce yourselves strategically*
 - *Practice in pairs*
 - *How to introduce participants – The strategic use of the introduction activity*
 - *Present several ways participants can introduce themselves and ask group about effectiveness in Liberian context*
 - *Develop participant introduction activity in table groups with report back*
 - *Ask each table to select an introductory activity and explain logic and rationale for the selection*
- 11:45 – 12:30 Effective Presentation Skills and Developing Your Training Style (Presentation and discussion)
- *Flip charts, written instructions, power questions, stories, lectures*
 - *Theory (followed by practice and the reverse)*
 - *Interactive speeches... what works, what doesn't: clarity of concepts, visuals, examples, humor, using participants' language/metaphors*

12:30 – 1:15 **Lunch**

Afternoon Session 1:15 – 5:00

- 1:15 – 2:15 **Setting up Exercises and Simulations and Teaching the Introduction to Negotiation Module**
- *Review – what was this session about*
 - *Goals and purpose*
 - *Mechanics (setting and conducting the exercise)*
 - *Materials*
 - *Content and strategies*

- *Procedure for debriefing the exercise*
 - *Tips and challenges*
- 2:15 – 2:45 **Preparation of Practice to set up introductory Negotiation Simulation**
- 2:45 – 3:15 Practice - Setting up introductory Negotiation Simulation
- Practice in small groups
- 3:15 – 3:30 **Break**
- 3:30 – 4:00 **Teaching the Context for Boundary Harmonization: The Liberia Land Policy, Land Rights Act and Procedures for Community Land Recognition**
(Presentation)
- *Review – what was this about*
 - *Goals and purpose*
 - *Mechanics*
 - *Materials*
 - *Content and strategies*
 - *Tips and challenges (e.g., making the presentation interactive)*
- 4:00 – 4:30 **Teaching the Stages of Negotiation** (Presentation)
- *Review –What was this about*
 - *Goals and purpose*
 - *Mechanics*
 - *Materials*
 - *Content and strategies*
 - *Tips and challenges (e.g., making the presentation interactive)*
- 4:30 – 4:50 Public Recording – Using and Preparing Flip-charts (Exercise)
- 4:50 – 5:00 **Homework Assignments**
- Select one of the topics listed below and prepare a 15 minute interactive presentation that you will make tomorrow
 - Positional Negotiation – What it is, attitudes and general procedures
 - How positional negotiation works – Targets, openings, positions, offers/counter offers, bargaining range, etc.
 - Interest-based negotiation – What it is, attitudes and procedures
 - The Triangle of Satisfaction – The three types of needs and interests
 - Compare and contrast Positional and Interest-based negotiation
 - The Context for Boundary Harmonization: The Liberia Land Policy, Land Rights Act and Procedures for Community Land Recognition
 - The Stages of Negotiation

Day 2 – Thursday, June 9th 8:30 AM – 5:00 PM

Morning Session 8:30 AM – 12:30 PM

- 8:30 – 9:00 Review of Day I, Preview of Day II
- *To grab attention, assign a reviewer and previewer for Day 3. Demonstrate a review exercise*
 - *Present options for conducting reviews and previews, including tips and challenges*
- 9:00 – 10:30 Participant Presentations
- *Set up - provide instructions for participant presentation, including process, context, roles in group, how to give feedback, etc.*
 - *Exercise – Small groups of 4, each participant has 15 minutes for presentation and approximately 8 minutes of feedback*
- 10:30 – 10:45 Break
- 10:45 – 11:45 Teaching Communication Skills for Negotiators (Presentation and discussion)
- *Review – what is this session about*
 - *Goals and purpose*
 - *Mechanics*
 - *Materials*
 - *Content*
 - *Exercise*
- 11:45 – 12:30 Applying Interest-Based Negotiation in the Context of Boundary Harmonization [Who Owns this Land Simulation]
- *Review – what is this session about (Learning about claiming and creating value, identifying needs and interests, option generation and development of integrative solutions)*
 - *Goals and purpose*
 - *Mechanics*
 - *Materials*
 - *Content*
 - *Tips and challenges*
- 12:30 – 1:15 **Lunch**

Afternoon Session 1:15 – 5:00

- 1:15 – 2:15 Conducting Successful Multiparty Negotiations between Communities to Harmonize Boundaries

- *Review – what is this session about (Team selection and formation, roles and responsibilities, mandates, community mapping and pre-negotiation coordination with neighboring communities)*
 - *Goals and purpose*
 - *Mechanics and materials*
 - *Content and strategies*
 - *Tips and challenges*
- 2:15 – 3:15 Teaching about Negotiation Preparation
- *Review – what is this session about*
 - *Goals and purpose*
 - *Mechanics and materials*
 - *Content and strategies*
 - *Tips and challenges*
- 3:15 – 3:30 Break
- 3:30 – 4:00 Teaching Types of Negotiation Meetings and Participants
- *Review – what is this session about (Types of meetings and who is involved)*
 - *Goals and purpose*
 - *Mechanics and materials*
 - *Content and strategies*
 - *Tips and challenges*
- 4:00 – 4:30 How to Observe and Debrief Simulations
- *Review – what is this session about (Types of meetings and who is involved)*
 - *Goals and purpose*
 - *Mechanics and materials*
 - *Content and strategies*
 - *Tips and challenges*
- 4:30 – 5:00 Homework Assignments and Getting Started on Homework
- Select one of the topics below and prepare a 15 minute interactive presentation that you will make tomorrow
 - In relation to Who Owns this Land? Simulation – Claiming and creating value, understanding interests, generating multiple options developing integrative solutions
 - Team selection and formation, roles and responsibilities,
 - Community mapping
 - Pre-negotiation coordination with neighboring communities
 - Negotiation preparation

- Types of negotiations in meetings

Day 3 – Friday, June 10th 8:30 AM – 5:00 PM

Morning Session 8:30 AM – 12:30 PM

- 8:30 – 9:00 Review of Day 2, Preview of Day III
- Conducted by one or more participants
- 9:00 – 10:30 Participant Presentations
- *Set up - provide instructions for participant presentation, including process, context, roles in group, how to give feedback, etc.*
 - *Exercise – Small groups of 4, each participant has 15 minutes for presentation and receives 10 minutes of feedback*
 - *Timeframe includes a 15 minute break at discretion of each group*
- 10:30 – 10:45 Break
- 10:45 – 11:15 Teaching Strategies for Reaching Agreements on Boundary Issues and Resolving Disputes
- *Review – what is this session about*
 - *Goals and purpose*
 - *Mechanics*
 - *Materials*
 - *Content*
 - *Tips and challenges*
- 11:15 – 11:45 Promoting Compliance and Third-Party Assistance reach Agreements or Resolve Disputes
- *Review – what is this session about*
 - *Goals and purpose*
 - *Mechanics*
 - *Materials*
 - *Content*
 - *Tips and challenges*
- 11:45 – 12:15 Preparation for Conducting and Debriefing a Simulation
- Small teams work to set up a simulation
 - Assign and prepare roleplayers and trainers
- 12:15 – 1:00 **Lunch**

Afternoon Session 1:00 – 3:00

- 1:00 – 2:30 Simulation Set-up, Exercise and Debrief
- Training participants conduct and debrief several simulations in small groups
- 2:30 – 3:00 Debrief Workshop, Suggestions for Improvement, Workshop Evaluation and Presentation of Certificates
- Whole group discussion