

## Organisational Development (OD) Workshop - Draft Agenda

**Date:** 23-24 February, 2015  
**Venue:** **Magdas Hotel**, Vienna, Austria  
<http://www.magdas-hotel.at/>

**Objectives:**

- To exchange practice and peer for different stages of the OD process;
- To discuss common obstacles and share successes in self-assessments and implementation of OD work plans;
- To address and test the risk management tool related to management standards
- To promote the OD Learning Path as learning opportunity

**Facilitators:** Linda Gamova (LG) and Annamaria Vrzackova (AV)

### February 23, 2015

Time	Topic	Doc #	Resource Person (s)
9:00 – 10:00	<b>Opening Session</b> <ul style="list-style-type: none"> <li>- Welcome of the participants</li> <li>- Opening prayer</li> <li>- Introduction Expectations</li> <li>- Agenda, working methodology</li> </ul>		Marc Somers  AV/LG  AV/LG AV/LG
10:00 – 10:30	<b>Updates on CDF and CI MS</b> <ul style="list-style-type: none"> <li>- What is new?</li> </ul>		Annamaria Vrzackova/ Jacob Winter
10:30 – 11:00	<b>CE Organizational Development cycle</b> <ul style="list-style-type: none"> <li>- elements and its importance</li> <li>- Q&amp;A</li> </ul>		Linda Gamova
11:00 – 11:30	<b>Coffee break</b>		
11:30 – 12:00	<b>Group exercise</b> <ul style="list-style-type: none"> <li>- Where do we stand in the cycle?</li> </ul>		Linda Gamova
12:00 – 13:00	<b>Case studies on implementing the development plans</b> <ul style="list-style-type: none"> <li>- Obstacles/successes</li> <li>- Recommendations</li> </ul>		TBC
13:00 – 14:30	<b>Lunch</b>		
14:30 – 15:00	<b>Case studies on implementing the development plans</b> <ul style="list-style-type: none"> <li>- Obstacles/successes</li> <li>- Recommendations</li> </ul>		TBC
15:00 – 16:30	<b>Working group</b>		
16:30 – 17:00	<b>Coffee break</b>		

17:00 – 17:30	<b>Feedback of the working groups</b>		
17:30 – 18:00	<b>Conclusions and Closure</b>		
20:00	<b>Group Dinner hosted by Caritas Vienna</b>		

**February 24, 2015**

<b>Time</b>	<b>Topic</b>	<b>Doc #</b>	<b>Resource Person (s)</b>
9:00 – 9:15	<b>Opening Session</b> - Recap of day 1		
9:15 – 10:00	<b>Risk Management (part 1)</b> - Tools and practices - Prioritization		Frank Boomers
10:00 – 11:00	<b>Working group session</b> -		
11:00 – 11:30	<b>Coffee break</b>		
11:30 – 12:00	<b>Feedback of the working groups</b>		
12:00 – 13:00	<b>Risk Management (part 2)</b> Hints and tips of how to organise One Day RM workshop back home?		Frank Boomers
13:00 – 14:30	<b>Lunch</b>		
14:30 – 15:30	<b>Monitoring and evaluation</b> - How to? - Who does it? (internal/external)		Linda Gamova
15:30 – 16:00	<b>Coffee break</b>		
16:00 – 17:00	<b>OD learning path</b> - Demo		TBC
17:00 – 17:30	<b>Evaluation of the OD workshop</b> - Met expectations - Conclusions and Closure		