

# Life skills for lobbying

## Manual for Facilitators





# Life skills for lobbying

## Manual for Facilitators

# Life Skills for Lobbying Manual for Facilitators

Civic Engagement Alliance

This manual has been developed by Edukans, as part of the “Civic Engagement Alliance” (CEA). The Civic Engagement Alliance is a joint collaboration of local and international NGO’s, funded by the Dutch Ministry of Foreign Affairs. The Civic Engagement Alliance is an alliance of Dutch faith-based organizations operating in strategic partnership with the Dutch Government to focus on lobbying and advocacy. Through its networks and contacts, the Alliance has a presence at local, national and international level. Enhancing civic space for civil society organizations, underlies all programs of the Civic Engagement Alliance.

The manual is developed to train civic society organizations, farmers groups and women self-help groups, who engage in lobbying activities. The manual has been developed as an add-on training to the mobilizing support training of Wilde Ganzen Foundation (Change the Game Academy) within the Civic Engagement Alliance. In addition, the training can also be delivered as an independent training program to strengthen the life skills needed for lobbying. The manual serves to guide trained trainers, on how to facilitate the different sessions on life skills for lobbying. The training has been developed by Edukans, in collaboration with Wilde Ganzen Foundation, ICCO, and Light for the World.

## Developed by Edukans

Illustrations by: Jade Cadogan

Main author: Aniek Santema

October, 2019

Edukans

Berkenweg 11, 3818 LA Amersfoort



# Content

<b>INTRODUCTION</b>	<b>7</b>
<b>WHY LIFE SKILLS FOR LOBBYING ?</b>	<b>8</b>
<b>SKILLS FOR TRAINERS</b>	<b>9</b>
Asking and answering questions	9
Creating a safe atmosphere or learning environment	9
Constructive feedback	10
<b>PROGRAM OF THE TRAINING</b>	<b>11</b>
<b>Session 1 – Introduction &amp; Looking back</b>	<b>13</b>
Welcome (15 min)	14
Getting acquainted (15 min)	14
Goals, objectives and expectations (10 min)	14
Program of the training (15 min)	15
Personal goals (20 min)	15
Recap mobilizing support (45 min)	15
Evaluation (15 min)	16
<b>Session 2 – Who am I and self-esteem</b>	<b>17</b>
Introduction (5 min)	18
Recap (5 min)	18
Who are you? Identity & confidence discussion (10 min)	18
Activity: positive psychology (20 min)	18
Compliment game (30 min)	19
Interviews: strengths and weaknesses (20 min)	19
Every picture tells a story (30 min)	20
Evaluation (15 min)	20
<b>Session 3 – Understanding others &amp; Empathy</b>	<b>21</b>
Introduction (15 min)	22
Recap (5 min)	22
Instruction: empathy and understanding each other (5 min)	22
Cross the line (30 min)	22
Interpreting behavior (30 min)	23
Connect the dots (20 min)	24
Evaluation (15 min)	24
<b>Session 4 – Communication, negotiation and convincing</b>	<b>25</b>
Introduction (10 min)	26
Recap (5 min)	26
Instruction Active Listening (5 min)	26
Active Listening role play (15 min)	27
Body language 1: experiencing the power of body language (20 min)	28
Body language 2: showing confidence and persuasive body language (20 min)	28
Framing the message (5 min)	29

Negotiation skills (5 min)	30
Negotiating (15 min)	31
Evaluation (15 min)	32
<b>Session 5 – Teamwork &amp; Networking</b>	<b>33</b>
Introduction (15 min)	34
Recap (5 min)	34
Instruction: teamwork (10 min)	34
Teambuilding activity (20 min)	35
Teamwork and lobby (10 min)	35
Instruction: networking (5 min)	36
Networking role play (20 min)	36
Evaluation (15 min)	36
<b>Session 6 – Emotions and conflicts</b>	<b>37</b>
Introduction (10 min)	38
Recap (5 min)	38
Instruction emotions (10 min)	38
My emotions and my body (25 min)	38
Role play: Managing my emotions	39
Stress management (20 min)	40
Mindfulness (15 min)	41
Evaluation (15 min)	41
<b>COPING SKILLS LIST</b>	<b>42</b>
<b>POSITIVE COPING SKILLS STRESS</b>	<b>42</b>
<b>NEGATIVE COPING SKILLS STRESS</b>	<b>43</b>
<b>Session 7 – Diversity &amp; Respect</b>	<b>44</b>
Introduction (10 min)	45
Recap (5 min)	45
Instruction: What is diversity? (10 min)	45
The game of life (60 min)	46
Activity defying stereotypes: I am, but I am not (20 min)	48
Instruction: multiple identities	49
How to deal with diversity in lobby practices? (15 min)	49
Evaluation (15 min)	50
<b>Session 8 – Power Relations and Gender roles</b>	<b>51</b>
Introduction (15 min)	52
Recap (5 min)	52
Instruction: gender roles (5 min)	52
Gender clock (30 min)	53
Gender roles for you (20 min)	53
Evaluation (15 min)	54
<b>Optional session – Sexual harassment</b>	<b>55</b>
Introduction (5 min)	56
Recap (15 min)	56
Don't come too close: personal space (20 min)	56
Instruction: sexual harassment (15 min)	57
If you are forced into sex or are abused, it is never your fault, whatever you may have said or done!	57
Activity: Saying NO! (30 min)	58
Sexual harassment in lobby and politics (30 min)	59

Evaluation (15 min)	60
<b>Session 9 – Problem solving and critical thinking</b>	<b>61</b>
Introduction (5 min)	62
Recap (10 min)	62
Instruction (15 min)	62
Thinking critically together (45 min)	62
Managing conflict: discussion – role play (25 min)	64
Evaluation (15 min)	64
<b>Session 10 – Goal setting and motivation</b>	<b>65</b>
Introduction (5 min)	66
Recap (5 min)	66
Activity: the why game - 'peel the onion' (15 min)	66
Action plans (45 min)	67
Evaluation (30 min)	67
<b>ENERGIZERS</b>	<b>68</b>
Ballgame	68
Mirror game	68
Whisper game	68
Silly Stories	68
Clap a Rhythm	68
Greeting Game	68
Listening Game	68
Everybody is Different	68
Different characters	69
Toss a ball	69
Counting	69
In line	69
Walking-standing	69
Where is my ring?	69
Freezing and unfreezing	69
Do as I say	69
Counting breaths.	69
Copycat	69
I know where you are!	69
Swatting Mosquitos	69
Elephant, Giraffe, toaster	70
A's and B's	70
Banana, Banana, Banana- Orange	70
Rabbit, wall and gun	70
<b>ANNEX 1 MINDFULNESS CARDS</b>	<b>71</b>
Exercise 1	71
Exercise 2	72
<b>ANNEX 2 HUMAN CHAIN REACTION CARDS</b>	<b>73</b>
<b>ANNEX 3 CROSS THE LINE</b>	<b>74</b>
<b>ANNEX 4 FILL IN THE PROMPTS</b>	<b>75</b>
<b>ANNEX 5 WORKSHEET PERSONAL GOALS</b>	<b>76</b>
<b>ANNEX 6 COMPETENCIES FOR TRAINERS</b>	<b>77</b>
<b>ANNEX 7 EMOTIONAL CARDS</b>	<b>78</b>