

# Services Organisation

## ORGANIZATIONAL DEVELOPMENT

- Analysis of Status Quo
- Definition of Vision, Goals & Conceptualization
- Establishment of Strategy, Structure and Processes (participative approach)
- Establishment of Project Management
- Delivery to client

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## PROJECT MANAGEMENT

- Status Quo and SWOT Analysis
- Elaboration of project plan
- Set up of financial plan up to fundraising
- Implementation of project or delivery to client
- Ensuring participation of Employees, Volunteers or other Stakeholders if needed
- Evaluation

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## INTERCULTURAL COMMUNICATION & RELATIONSHIP MANAGEMENT

- Elaboration of communication strategy
- Establishment of materials
- Presentations and motivational speeches
- Planning and implementation of campaigns
- Social Media Marketing
- Planning and elaboration of newsletters and mailings

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## COACHING & TRAINING

- Individual coachings
- Workshops for team and stakeholders
- Coaching you through the process
- Sparring partner
- Training for presentation skills and subject-specific skills and knowhow

[COACHING CONCEPT \(D\)](#)

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## MONITORING & EVALUATION

- Identification of chain of effects
- Establishment of smart indicators
- Establishment of logical framework
- Monitoring Plan
- Evaluation

## FUNDRAISING & DEVELOPMENT COOPERATION

- Analysing of project and its GDS
- Elaboration of project application
- Identifying of possible donors and foundations
- Overall fundraising concept for high donors with finance plan
- Representation of project and networking

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