

048865



MANG-14/CW-109/2019

December 26, 2019

Dear Sir/ Madam,

The National Institute of Agricultural Extension Management (MANAGE), an autonomous body under the Ministry of Agriculture, Govt. of India, is organizing a Training Program on "**Management Development Programme for Women In Development Sector**", during **February 3-7, 2020** at MANAGE, Hyderabad. *The general objective of the programme is to build professional competency of **Women Serving in Development Sectors**.* A detailed note regarding the programme is enclosed for kind information.

There is no training fee for the above programme and MANAGE will provide free boarding and lodging to the participants. However, the TA and DA expenses of the participants will have to be met by the concerned department. I request you to kindly **nominate four middle and senior level Women Officers only** from your department / organization for the above programme. The nominations may please be sent to the undersigned on or before **January 28, 2020**.

Participants **are not allowed to bring their family members** with them to the training program due to limited hostel accommodation at MANAGE.

With regards, - ~

Yours sincerely,

Sd/-

(Veenita Kumari)

To

The Project Director (ATMA)

Management Development Program for Women in Development Sector

Introduction:

While training helps employees do their current jobs, development prepares individuals to handle future responsibilities. **Management development** is the process by which managers learn and improve their management skills. It is a systematic process of growth and development by which employees develop their skills and abilities to manage. **Management development** improves a manager's ability to understand problems and arrive at solutions. It helps the manager in effective handling of his different work roles like planning, monitoring performance, communication and development. Management development programs are designed to meet specific objectives, which contribute to employees and organization both, in improving their effectiveness.

Many women are now being recruited into several development sectors like agriculture and other allied sectors, Women and Child Development, Social Welfare department etc. Women employees in the developmental sector, particularly the newly recruited ones, need capacity building, both in terms of technical and managerial aspects. In view of this, it is proposed to organize "Management Development Programmes for Women in Development Sector" working in Agriculture and Allied sectors, Women and Child Development, etc.

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Methodology:

The methodology includes group discussions, games, exercises, case studies, films etc. in addition to lectures.

Participants:

Senior and Middle Level women employees from the State Departments of Agriculture and Allied sectors, Scientists of the SAUs, ICAR institutes, KVKs, Development functionaries from Panchayati Raj, Social Welfare Departments, Women and Child Development, NGOs etc.

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Copy communicated to all Principal Agricultural Officers for sending nomination of officers who have not attended the similar training course previously. Nominations should contain contact details and e-mailed of the participants. Nominations should reach this office on or before 22/1/2020 in the e-mail id: jdatong@gmail.co through proper channel.

Copy to I.T. Cell for uploading in website.

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