



## WMO OMM

World Meteorological Organization  
Organisation météorologique mondiale  
Organización Meteorológica Mundial  
Всемирная метеорологическая организация  
المنظمة العالمية للأرصاد الجوية  
世界气象组织

## Secrétariat

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Our ref.: 01789/2023/MS

7 February 2023

Annex: 1 (available in English only)

Subject: Invitation to the second Leadership and Management Training Webinar Series for Middle and Senior Managers in the National Meteorological and Hydrological Services (NMHSs) in Developing Countries, 18 April – 17 May 2023

Action required: Submit application by **10 March 2023**

Dear Sir/Madam,

I am pleased to inform you that the Met Office (UK) and the World Meteorological Organization (WMO) will be jointly conducting the second online Leadership and Management Training Programme for middle and senior managers in the NMHSs in developing countries, which will comprise a series of four 90 minute webinars between 18 April and 17 May 2023 and will be conducted in English. Please note these dates are provisional and may be subject to change.

The second webinar series will again focus on providing support and guidance for NMHSs developing project proposals for both government departments and potential development partners. Applicants are expected to have either a live project that they are currently working on, or a project idea that they may wish to develop at some point in the future (large or small).

Participants may also be expected to complete some short pre and post session exercises. Provisional dates, and programme content for the four webinars are as follows:

Webinar 1 18 April 2023	Introduction to the webinar series. The importance of engaging stakeholders
Webinar 2 26 April 2023	Considerations when writing a bid/proposal and presenting information
Webinar 3 11 May 2023	What are Funders looking for? And presenting your proposal to stakeholders
Webinar 4 17 May 2023	Review of previous discussions. Reflection on experiences, and discussion around potential proposals

To: Permanent Representatives of Members with WMO

cc: Hydrological Advisers

I am pleased to invite middle and senior management to apply for the training programme by completing the attached [Application Form](#), which should be endorsed and returned to the local organizer via email to [mandy.moore@metoffice.gov.uk](mailto:mandy.moore@metoffice.gov.uk) with a copy to [tra@wmo.int](mailto:tra@wmo.int), as soon as possible but no later than **10 March 2023**.

Applications for the course will be considered by a panel and successful candidates will be informed by email by the end of March 2023. Please note that candidates who completed last year's programme should not apply.

I take this opportunity to thank you for your continued support of WMO Programmes and activities.

Yours faithfully,

A handwritten signature in black ink, consisting of a series of fluid, connected strokes that form a stylized representation of the name Petteri Taalas.

Prof. Petteri Taalas  
Secretary-General

**SECOND LEADERSHIP AND MANAGEMENT TRAINING WEBINAR SERIES****(18 April to 17 May 2023)****APPLICATION FORM**

Ref.: 01789/2023-1.15 MS

**SECTION 1      Applicant Information**

(To be completed by nominee/applicant)

<b>Title</b>	Mr/Mrs/Ms/Dr
<b>Full name</b>	
<b>Date of birth</b>	
<b>Email address</b>	
<b>Office address</b>	
<b>Country</b>	
<b>Organization</b>	
<b>Designation/position</b>	
<b>Brief description of your role in your organization</b>	
<b>In brief (less than 250 words) Is there a current or future project you would like to explore as part of this training programme?*</b>	

\*Please note that this can be a current project or a future concept that funding may be sought for, and which may benefit from this training. We will not go into detail on individual projects, but participants will be welcome to share, as part of the discussion.

## **SECTION 2      Endorsement**

(To be completed by Director-General/Permanent Representative with WMO)

I nominate Mr/Mrs/Ms/Dr \_\_\_\_\_ to participate in the second Leadership and Management Webinar Series for Middle and Senior Managers in the NMHSs in Developing Countries, 18 April – 17 May 2023.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of PR

Please submit the completed and signed Application Form via email to [mandy.moore@metoffice.gov.uk](mailto:mandy.moore@metoffice.gov.uk) with a copy to [tra@wmo.int](mailto:tra@wmo.int) not later than **10 March 2023**

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