

**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.: 08226/2020/SEM-120

04 May 2020

Annexes: 3 (available in English only)

Subject: WMO 2020 Online Course on Education and Training Innovations, 25 May to 31 July 2020 (Online event)

Action required: Completed participant nomination forms (Annex III) to be received by the WMO Secretariat before **20 May 2020**

Dear Sir/Madam,

You will recall that the Eighteenth World Meteorological Congress (Cg-18) recognized the importance of training of trainers from the World Meteorological Organization (WMO) Regional Training Centres (RTCs) and the national training institutions. Cg-18 decided that training seminars and courses for trainers should be continued in the 2020-2023 financial period. The Executive Council and Congress have also encouraged the use of online learning to allow increased participation by members in training events such as these.

I have pleasure in informing you that special online training course for trainers in all WMO Regions will be offered in English and will focus on the implementation of innovations in education and training. The course is based on the forthcoming publication, the WMO Global Campus Innovations, and is offered in both open and certificate paths.

The course will be offered over 9 weeks (Annex I), from 25 May to 31 July 2020, with the core period running from 1 June to 24 July 2020, including a pre-course preparatory period from 25 to 29 May 2020, and a final closing week from 27 to 31 July 2020 for those wishing to obtain a Certificate of Completion.

The two possible paths are as follows:

- An open path, for those wishing to participate only in sessions of interest, and do not require a certificate of completion,
- A certificate path, which will require several short written assignments and assigned readings, as well as a short project, in the form of an Innovation Implementation plan for their organization.

Workplace changes are occurring more rapidly each day, calling for significant innovations in the way we educate and train people for their professional careers. The new global and digital economies call for fluidity, resilience, and readiness for rapid reskilling to meet changing demands. The goal of this online course is to promote innovation in education and training practices by developing skills and strategies for implementing innovations. You will do this primarily by reviewing stories of innovations implemented by WMO Member institutions, which have been collected in the WMO Global Campus Innovations, as well as by reviewing innovation processes and using a template for planning to implement an innovation. After participating in this online course, participants will have gained ideas for innovations that

To: Permanent Representatives (or Directors of Meteorological or Hydrometeorological Services)

cc: Presidents of Regional Associations  
Directors of WMO Regional Training Centres  
WMO/VLab Management Group

innovation. After participating in this online course, participants will have gained ideas for innovations that may be useful in their organization, and developed skills for planning and implementing an innovation. The knowledge and skills gained will contribute to the development of the competencies identified in the WMO Competency Requirements for Education and Training Providers for Meteorological, Hydrological and Climate Services, as approved by EC-65, and as described in the *Compendium of WMO Competency Frameworks* (WMO-No. 1209).

The course is designed to be practical and highly active, but will rely on participant contributions to make it so. It will include many opportunities for interaction with facilitators, authors of the publication and fellow participants. During the course (Annex I) participants will review and discuss chapters of interest. Those in the Certificate Path will have short, one-page writing assignments about selected readings and a short final project. For final projects, participants will be expected to work either independently or in small groups from the same institution (Annex II).

Both trainers and managers responsible for planning, designing and decision-making regarding training will benefit from this online event. Spaces for participants in the Certificate Path will be limited to 50.

All Certificate Path participants will be expected to dedicate a minimum of 3 hours each week during the 8-week Core Course to enable completion of readings, writings and project tasks. It is critical to the success of this course that this time is made available to participants apart from their weekly work responsibilities. For this reason, all nominations from Permanent Representatives will require acknowledgement of this time requirement. Participants will be enrolled in the [WMO Education and Training Programme e-Learning Website](#) and also expected to undertake the Pre-Course preparatory work.

A Nomination Form for participants in the Online Course is attached (Annex III). Note that only the first section of the form is required for those in the Open Path. For Certificate Path participants, when completing the Nomination Form, you are requested to provide information on how participation will benefit your Service, how the skills and knowledge will be used upon completion of the course and whether agreement has been made to provide the time to complete the course. A note containing more specific information for participants will be distributed to selected candidates at a later date.

The Nomination Form should be completed and returned to reach the WMO Secretariat ([tra@wmo.int](mailto:tra@wmo.int)) as soon as possible and **not later than 20 May 2020**.

I thank you for the ongoing support of WMO and its Members.

Yours faithfully,



(W. Zhang)

for the Secretary-General

**WMO Online Course on Education and Training Innovations  
25 May to 31 July 2020**

**Preliminary Course Programme and Learning Outcomes**

Ref.: 08227/2020-1.0 MS/ETR

<p><b>Pre-Course (25 May to 29 May – 1 week)</b> Personal profiles, Course processes, Introductory resources, Innovation Plan template</p>
<p><b>Session 1 (1 June to 12 June – 2 weeks)</b> Volume I: New Pedagogical Approaches</p>
<p><b>Session 2 (15 June to 26 June – 2 weeks)</b> Volume II: Curriculum Advancements</p>
<p><b>Session 3 (29 June to 10 July – 2 weeks)</b> Volume III: Collaboration in Education and Training</p>
<p><b>Session 4 (13 July to 24 July – 2 weeks)</b> Volume IV: Technology-Enhanced Learning</p>
<p><b>Session 5 (27 July to 31 July – 1 week)</b> Certificate Track only: Innovation Implementation Plan sharing and discussion</p>

**Learning Outcomes**

Participants who complete a significant number of readings and complete assignments will be able to:

1. Describe a variety of education and training innovations being applied in contemporary education and training institutions.
2. Link education and training innovations described in the chapters to your own practice.
3. Apply a systems approach to analyzing the context of learning and their education and training development processes.
4. Use a systematic process to write an implement plans for innovations.
5. Create learning opportunities utilizing new methods, curricula revisions, or new technologies.
6. Recognize the value of collaboration in education and training development and delivery

## Course Activities and Certificates

### Open Path

Those in the Open Path are expected to complete readings of interest and to engage in the discussion forums for these readings. This participation is very important for the success of the course. There are no other requirements for this path, however, a digital badge can be earned for participating in more than one forum during a session.

### Certificate Path

Those in the Certificate Path will have short, one-page writing assignments in the form of reflection papers about selected readings, as well as a short final project. For final projects, participants will be expected to work either independently or in small groups from the same institution.

#### *General activities required for Certificates of Completion*

1. Read assigned chapters and additional resources
2. Participate in discussion forums
3. Short reflections on 4 chapters of your choice, one from each Volume
4. Develop an Innovation Implementation Plan

Digital Badges are also granted for active participation in each two-week session of the course if the reflection papers are submitted.

Guidelines for the reflection papers and Innovation Implementation Plan will be provided at the start of the course. Generally, the expected scope for reflection papers is 1-2 pages, and for the Innovation Implementation Plan, 3-4 pages.

It is suggested that all participants in the Certificate Path discuss their plans for innovation with their managers early in the course. This will ensure that the work is relevant to their workplace and that there is an organizational commitment.

**Online Course on Education and Training Innovations**  
**25 May to 31 July 2020**  
**Participant Nomination Form**

Ref.: 08227/2020-1.0 MS/ETR

**Section A: Personal Details**

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1. Country: \_\_\_\_\_
2. Title : Mr/Ms/Miss/Dr/Prof/ : \_\_\_\_\_
3. First Name (Given) : \_\_\_\_\_
4. FAMILY NAME (SURNAME) : \_\_\_\_\_
5. E-mail : \_\_\_\_\_
6. Telephone No : \_\_\_\_\_
7. Fax No : \_\_\_\_\_
8. Official Address : \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
9. Date of Birth : \_\_\_\_\_
10. Nationality : \_\_\_\_\_
11. Gender :  Female  Male

***The rest of this nomination form is required only for those wishing to join the Certificate Path. For those in the Open Path, no signature is required, and no further demographic data is needed.***

**Section B: Qualification**

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12. Qualification (Certificates, diplomas, degrees, etc.):
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

13. Please indicate your English language skills:

	Excellent	Good	Fair	Poor	Nil
Speaking					
Reading					
Writing					

14. What other WMO courses have you attended in the last 5 years?:

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**Section C: Training Background**

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15. I work in:
- National Meteorological and/or Hydrological Service (NMHS)
  - WMO Regional Training Center (RTC)
  - NMHS Training Center
  - University
  - Other (Please specify) : \_\_\_\_\_

16. What is your job title? : \_\_\_\_\_

17. How long have you been in this position? : \_\_\_\_\_

18. I train:
- Meteorologists
  - Hydrologists
  - Technicians (Observer)
  - Technicians (Other)
  - General staff
  - University or school students
  - I manage training
  - I do not train

19. The training level of my students is:  Initial  Advanced

20. Last year I worked as a trainer:

- Full-time
- Half-time
- A few days
- No days

21. Training at my institution includes:

- Formal courses
- Short seminars or Webinars
- Coaching
- Mentoring
- Other (Please specify): \_\_\_\_\_

22. I have been involved in training for:

- Less than 1 year
- 1 to 3 years
- More than 3 years

23. My main expertise in training comes from:

- Self-directed learning
- On-the-job training by a colleague
- A short train-the-trainer course (1 to 10 days)
- A formal course or degree programme

**Section D: Rationale for Nominating**

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24. What are the key education and training issues in your NMHS or institution?

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25. Why do you want to attend this course? How it will help you in your work?

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26. Provide a statement on how you anticipate using the knowledge and skills from this course in your work :

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***Section E: Endorsement of Permanent Representative***

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27. Statement by the Permanent Representative on how the participation of this candidate will benefit the education and training provided by the NMHS:

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28. Will the participant be granted the required 3 hours per week release time to complete the learning activities of the course?

- Yes, based on agreement with direct supervisor
- Yes, based on agreement with NMHS director.
- No, formal agreement is still being sought

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Place: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of the Permanent Representative: \_\_\_\_\_

To be completed and returned as soon as possible and in any case to reach WMO **not later than 20 May 2020** to:

Secretary-General  
World Meteorological Organization  
Case postale No. 2300,  
CH-1211 Geneva 2  
SWITZERLAND

E-mail: tra@wmo.int