Protecting the public from deadly and costly epidemics requires ongoing preparedness efforts from expert program managers. Staff in these roles, however, often lack formal preparedness and program management training. To address this gap, Resolve to Saves Lives, an initiative of Vital Strategies, in coordination with the International Union against Tuberculosis and Lung Disease, created Program Management for Epidemic Preparedness (PMEP). This 12-month certified training program was designed for mid-level program managers working in emergency preparedness, particularly those involved with implementing the National Action Planning for Health Security (NAPHS).

PMEP aims to build program management capacity at the national and district level. Trainees in the program include full-time employees from the Ministry of Health, Agriculture or Environment, who work on NAPHS implementation. The program consists of five on-site sessions and several remote (web-based) trainings. On average, trainees are expected to commit 3-5 hours per week to the program. Ongoing in-person and remote coaching and mentoring forms a crucial component of the training and support for participants.

### Timeline of PMEP

<table>
<thead>
<tr>
<th>MONTH</th>
<th>PROGRAM PLANNING PHASE</th>
<th>PROGRAM IMPLEMENTATION PHASE</th>
<th>SCALING-UP PHASE</th>
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<tbody>
<tr>
<td>MONTH 1</td>
<td>COURSE 1 ON-SITE Program Planning</td>
<td>FOLLOW UP REMOTE Session 1</td>
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<tr>
<td>MONTH 2</td>
<td>COURSE 2 ON-SITE Monitoring and Evaluation</td>
<td>FOLLOW UP REMOTE Session 2</td>
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<td>MONTH 4</td>
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<td>COURSE 3 ON-SITE Budget and Finance Mgmt</td>
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<td>MONTH 5</td>
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<td>COURSE 4 ON-SITE Practical Leadership Skills</td>
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<td>MONTH 6</td>
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<td>COURSE 5 ON-SITE Effective Training from Start to Finish</td>
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<td>MONTH 9</td>
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<td>MONTH 12</td>
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</table>

### PMEP TRAINEES:
- Are day-to-day mid-level implementers of epidemic preparedness activities at the national or sub-national level in Africa
- Will improve their existing program management skills at national-level and, for a critical mass, at district-level
- Are supported by global experts in program management for up to two years
- Are certified by the International Association for Continuing Education

### PMEP IMPACT

PMEP graduates are the epidemic preparedness leaders of tomorrow. Competitively selected, they represent their countries’ strongest front against disease outbreaks. Together, they will form a global network of experts effectively managing their countries’ ability to find, stop and prevent epidemic threats.

### Learning Objectives for Trainees of PMEP

**OBJECTIVE 1: PROGRAM PLANNING**
- Identify commonalities or actions that cut across the 19 areas included in the NAPHS
- Practice planning tools for managing projects, large and small
- Assess best practices and lessons learned for project replication and scale-up

**OBJECTIVE 2: MONITORING AND EVALUATION**
- Develop indicators and targets across the NAPHS framework
- Develop data collection tools and analyze data to support reporting on NAPHS outcomes
- Draw lessons learned from the data and use the information for decision making

**OBJECTIVE 3: BUDGET AND FINANCE MANAGEMENT**
- Identify and practice effective financial/operation risk management techniques
- Design, develop and present program budgets using Excel
- Perform a workload analysis

**OBJECTIVE 4: PRACTICAL AND ADVANCED LEADERSHIP SKILLS**
- Strengthen partnerships and coordination
- Understand the many aspects of teams, team work and team management
- Adapt leadership tactics

**OBJECTIVE 5: EFFECTIVE TRAINING AND TRAINING PROGRAM MANAGEMENT**
- Use learning objectives to focus your training
- Use techniques to help learners get the most out of class
- Use evaluation tools to measure the effectiveness of training