**Center for Sustainable Development. OL 345 Community Based DRR. http://www.csd-i.org/**

**Lesson Plan: Forming a Community DRR Committee**

**3 hours**

**PURPOSE:** What workshop participants will be able to do as a result of the lesson.

**Objective 1:** Participants will understand the importance of having a community management committee.

**Objective 2:** They will understand the step-by-step procedures for forming a committee and nominating members.

**Objective 3:** They will understand the importance of organizing the different facets of the committee.

**MATERIALS**

* Large sheets of newsprint and tape. Colored markers.

**BEGINNING OF LESSON:**

**Activity 1. 45 minutes (including a 15 minute ice-breaker). Introduction to the benefits of forming a CBDRR committee.**

**Purpose:** Participants will understand the importance of having a CBDRR committee.

**What to do.**

1. Ice Breaker: Introductions. Sing a song or play a game.
2. Introduction to workshop: Tell the participants what they’ll be able to do as a result of the lesson.
3. They will learn that community members aren't always aware of what to do before, during, and after a disaster.
4. They will learn that there are techniques for reducing the risk caused by disasters.
5. They will learn that a committee can be developed to help community members reduce each area of risk.
6. DRR teams need to be developed and will be assigned to key individuals (coordinators) for formation.
7. Let them know that a DRR professional will accompany them on the journey of developing the plan

**Activity 2. 60 minutes. Forming a community management committee**

**Purpose:** They will understand the step-by-step procedures for forming a committee and nominating members.

**What to do**

1. Discuss different ways that management committees can be formed.
2. Discuss the skills that members of the management committee will need to develop over time.
3. Suggest that an interim, volunteer committee could in six months develop the ultimate committee, set goals, and establish a plan.
4. Ask the group to suggest a maximum number of committee members.
5. Ask for volunteers from the group to join an interim committee.

**15 Minute Break**

**Activity 3. 20 minutes. How to get started?**

**Purpose** Participants will learn how to develop an initial plan for getting started on this program.

**What to do.** First, schedule the next committee meeting where the committee will begin the six-month organizational process.

1. Review project activities and make an activity list they would like to be in charge of.
2. Develop an outline of the next steps to take during the first six months. Suggestions for the next steps could be:
* To look at the strengths of the committee members.
* Seek training for six months in developing and managing a committee.
* Develop a six month plan to develop the committee’s structure, establish member selection criteria, ensure gender inclusiveness, and set goals.
* Develop a 12 month plan to include:
	+ The formation of DRR plan.
	+ The formation DRR teams.
* Assign specific responsibilities to specific committee members.

**Activity 4. 30 minutes. Conclusion.**

**Purpose:** To reinforce what has been learned.

**What to do**

1. Discuss and review what has been learned.
2. Make sure that there are no more questions and that everyone understands what happened in this process.