Building Organizational M&E Capacity Training Course

Professional Development Training Course Outline

Category	Monitoring and Evaluation	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Building Organizational Monitoring and Evaluation (M&E) Capacity is a strategic imperative for institutions seeking to strengthen results-based management, evidence-informed decision-making, and accountability for impact. As development, humanitarian, and public-sector organizations face increasing donor scrutiny, complex programs, and adaptive management demands, strong institutional M&E systems are no longer optional they are mission-critical. This course equips organizations with the tools, frameworks, and competencies required to institutionalize M&E beyond individual projects and embed it within governance, leadership, and operational culture.

This training goes beyond technical indicators to focus on organizational systems strengthening, M&E leadership, learning cultures, and sustainable capacity development. Participants will explore practical approaches to designing fit-for-purpose M&E frameworks, building staff competencies, aligning M&E with strategy, and leveraging data for organizational learning and performance improvement. Real-world case studies and applied exercises ensure participants can translate theory into actionable organizational change.

Programme Curriculum

Building Organizational M&E Capacity Training Course

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5 days

Course Objectives

By the end of the training, participants will be able to:

1. Design organizational-level M&E capacity frameworks
2. Strengthen results-based management (RBM) systems
3. Institutionalize learning and adaptive management
4. Align M&E systems with organizational strategy
5. Build staff competencies and M&E career pathways
6. Establish governance and leadership for M&E
7. Develop sustainable M&E operating models
8. Integrate data quality assurance mechanisms
9. Promote evidence use for decision-making
10. Manage change and M&E system transformation
11. Strengthen cross-departmental data integration
12. Apply capacity maturity models in M&E
13. Measure and track organizational M&E performance

Target Audience

1. M&E Managers and Specialists
2. Program and Project Managers
3. Organizational Development Professionals
4. Senior Leadership and Directors
5. Donor-Funded Program Coordinators
6. Government M&E Units
7. Learning and Knowledge Management Officers
8. NGO and CSO Technical Advisors

Course Modules

Module 1: Foundations of Organizational M&E Capacity

- Organizational vs project-level M&E
- M&E capacity maturity models
- Key dimensions of M&E capacity
- Common institutional bottlenecks
- **Case Study:** Scaling M&E capacity in a national NGO

Module 2: M&E Governance and Leadership

- Roles of leadership in M&E
- Accountability and oversight structures
- M&E policies and mandates
- Ethical standards in organizational M&E
- **Case Study:** Board-driven M&E reform in a public agency

Module 3: Strategic Alignment of M&E Systems

- Linking M&E to strategic plans
- Organizational theories of change
- Portfolio-level indicators
- Performance scorecards
- **Case Study:** Aligning M&E with corporate strategy

Module 4: Human Capacity Development for M&E

- Competency frameworks for M&E staff
- Training and mentorship models
- Career progression pathways
- Communities of practice
- **Case Study:** Building internal M&E talent pipelines

Module 5: Systems, Tools, and Infrastructure

- Organizational data architectures
- M&E software and digital tools
- Data governance and interoperability
- Automation and dashboards
- **Case Study:** Implementing an enterprise M&E system

Module 6: Data Quality, Standards, and Assurance

- Data quality dimensions
- Organizational DQA systems
- Standard operating procedures
- Risk management in M&E data
- **Case Study:** Strengthening data credibility for donors

Module 7: Learning, Adaptation, and Knowledge Use

- Learning agendas and feedback loops
- After-action reviews and reflection
- Evidence-to-action pathways
- Knowledge management integration
- **Case Study:** Using M&E data for adaptive programming

Module 8: Sustainability and Change Management

- Institutionalizing M&E practices
- Change management strategies

- Financing M&E sustainably
- Measuring organizational M&E performance
- **Case Study:** Sustaining M&E reforms post-donor funding

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com