



NATO CIMIC STAFF WORKER COURSE (NCSWC)

NCSWC 01/22: 16th to 27th May 2022

Motta di Livenza (Italy)

Course Description

1. Bottom Line Up Front

NATO CIMIC Staff Worker Course (NCSWC) is designed with an educational architecture which allows students to attend a modular course through an initial Advanced Distributed Learning module (M1.2) and a final residential phase (M2.2 and M4). **For this iteration of the course, due to the need to adapt to COVID19 safety provisions, the module M2.2 will be delivered in e-learning through webinars.**

2. Description

The NCSWC is conducted in parallel with the NATO CIMIC Field Worker Course (NCFWC). Prior to the course, students are to attend on-line an initial ADL warm-up module (M1.2). Then, during the first week, Field Worker & Staff Worker students will jointly attend a common phase based on **e-learning** lectures and syndicate work (M2.2). The third and final stage is the 2nd residential week, focused on field training experiences/lessons learned followed by a 3 days field training exercise based on a complex crisis in a failed State (M4). NCSWC is an evolution of the previous NCBC and tailored to the requirements of NATO and UN CROs, Peace Keeping and modern operational environments. NCSWC provides students the opportunity to increase their CIMIC knowledge and practical skills through Syndicate work as well as better experience the CIMIC operator's job at tactical/operational level from a staff perspective.

3. Aim of the Course:

Primary purpose: To enable military participants to accomplish the complete range of **Staff Level CIMIC activities** across the full spectrum of military engagement in a modern operational environment.

Secondary purpose: to create awareness for those organizations and individuals who have a vested interest in CIMIC activities.

4. Course Architecture:

<table border="1"> <tr> <th colspan="2">NCFWC</th> </tr> <tr> <td style="text-align: center;">M1.2 ADL</td> <td style="text-align: center;">M2.2 Basic</td> </tr> <tr> <td style="text-align: center;">M3 Field Level</td> <td></td> </tr> </table>	NCFWC		M1.2 ADL	M2.2 Basic	M3 Field Level		<table border="1"> <tr> <th colspan="2">NCSWC</th> </tr> <tr> <td style="text-align: center;">M1.2 ADL</td> <td style="text-align: center;">M2.2 Basic</td> </tr> <tr> <td></td> <td style="text-align: center;">M4 Staff Level</td> </tr> </table>	NCSWC		M1.2 ADL	M2.2 Basic		M4 Staff Level	<p><u>Modular structure:</u></p> <ul style="list-style-type: none"> - 1st step: ADL Module (M1.2) is mandatory and needs to be successfully completed on-line by the students before the NCFWC residential part (in common with NCFWC); - 2nd step: Basic Module (M2.2) e-learning, basic CIMIC knowledge, classrooms lectures + syndicate work (in common with NCFWC); - 3rd step: Staff level (M4), residential, field training exercise dedicated to NCSWC; <p><u>Modular entry:</u> Based on the modular system, participants have the opportunity to join the NCSWC just for the Staff Level Module M4, starting the 2nd week of the course. One of the following and additional pre-requisites must be met: Attendance of the NCBC (courses before 2006 are not accepted) and ADL Module M1.2 prior to the resident course portion, previous attendance of modules M 1.2 and M 2.2 of the NCSWC, or attendance of the NCFWC with modules M1.2 and M2.2.</p>
NCFWC														
M1.2 ADL	M2.2 Basic													
M3 Field Level														
NCSWC														
M1.2 ADL	M2.2 Basic													
	M4 Staff Level													

5. Type of Application:

e-learning / face to face interactive presentations, open guided discussions, syndicate work (collaborative learning) and a 3-days field exercise.

6. Location

M1.2 M2.2	On - line
M4	MNCG HQs – via Riviera Scarpa, 75 31045 Motta di Livenza (Italy)

7. Course Dates & Working hours (residential phase):

M2.2	16th to 20th May 2022	08.00-16.30 from Monday to Thursday
M4	23rd to 27th May 2022	08.00-12.00 on Fridays
8. Applications:		
Pre- registration form on-line available @: https://cimicgroup.organizzo.io/evento/201/nato-cimic-field-staff-worker-course-ncfswc-01-21-pre-registration) not later than:		
22nd April 2022		
For information write to : cj7@cimicgs.nato.int ;		
Note: "first come, first served" policy applies; nevertheless, Course Director maintains overall responsibility on student selection process in accordance with NATO and MNCG priorities. The submission of an application does not guarantee a place in the course.		
9. Tuition fee:		
Full course Tuition fee is:		
<ul style="list-style-type: none"> - € 200 for military & civilian MoD personnel coming from MNCG contributing Nations; - € 300 for remaining personnel. 		
M4 Module Tuition fee only:		
<ul style="list-style-type: none"> - € 100 for military & civilian MoD personnel belonging to MNCG contributing Nations; - € 150 for remaining personnel. 		
It includes transportation from and to airport/railway-station on arrival and departure days ^(*) , Guest Speakers allowances, course materials, group photo, shuttle service from/to hotels ^(*) , social ice-breaker, coffee breaks, stationery, admin and protocol support, use of training facilities and a shared internet access point in the classroom.		
^(*) if allowed by covid19 safety procedures.		
10. Coordination:		
Additional info can be requested to:		
<ul style="list-style-type: none"> - LTC Vito SAMARELLI - Phone: 0039 0422 280 166 - E-mail: vito.samarelli@cimicgs.nato.int 	<ul style="list-style-type: none"> - CWO Antonio COLIA - Phone: 0039 0422 130 - E-mail: antonio.colia@cimicgs.nato.int - cj7@cimicgs.nato.int 	
11. Subjects Covered:		
<ul style="list-style-type: none"> - ADL warm up; - Catch up on NATO CIMIC Policy and Doctrine – NATO CIMIC Forces; - NATO contribution to Comprehensive approach to CROs; - Governance and Development dynamics; - CIMIC Interaction with Civil Dimension: Social and Economic Systems; - Cross Cultural Competence and Gender awareness as key CIMIC Operational tools; - Human terrain and atmospheric; - CIMIC interrelations with PSYOPS /INFOPS / Public Affairs; - Human security topics; - Working with Language assistants, training and techniques of employment; - CIMIC meetings; - Communication/Negotiation principles and techniques applied to the Civilian and Military Interaction context; 	<ul style="list-style-type: none"> - International Law of Armed Conflicts (IHL); - IO, NGOs and GOs landscape by civil actors; - Liaison, principles and techniques to engage IO, NGOs and GOs; - Establishment of the Extended Liaison Matrix; - Assessment and reporting of CIMIC information; - Use of interpersonal communication skills across all levels of engagement; - CIMIC projects; - CIMIC contribution to the Comprehensive Operational Planning Process; - Contribution to the Information Management and Common Operational Picture; - Evaluation and Management of CIMIC activities; - CIMIC Field work and contribution to the Force Commander Decision Making Process (DMP); - CIMIC field experiences from ISAF and UNIFIL missions; - Field Training Exercise based on a complex crisis in a failed state. 	
12. Methodology:		

Theory: Formal/informal lectures of 50 minutes aimed at the second and third cognitive level of instruction.	Practice: Syndicate work in the form of a discussion / exercise covering the daily subjects. Field training exercise.	External contributions: Guest Speakers Guest Instructors
13. Learning Objectives:		
<p>Upon completion of the course students must be able to:</p> <ul style="list-style-type: none"> - Handle CIMIC doctrine and associated concepts. - Describe the CIMIC capabilities currently existing in NATO; - Perform the full range of the CIMIC activities at Staff level in support of the Force Commander's mission: Liaison with Civil dimension, CIMIC assessments, Knowledge & Info management, Comprehensive Planning, etc; 	<ul style="list-style-type: none"> - Establish a Liaison Matrix architecture to maximize networking capabilities with civil actors - Interact with the civil dimension making use of communication and negotiation principles & techniques; - Cooperate with the military staff making using integrated procedures also together with communication & negotiation principles. 	
14. Pre-requisites		
<ul style="list-style-type: none"> - The nominees should be military (OR9 and above) or equivalent civilian personnel who are or will be appointed to a CIMIC Staff assignment at tactical or operational level. The course is also open to civilians, who are or will be Staff workers within a civilian Organization that might co-operate or interact with NATO forces. - The ADL module must have been successfully accomplished to be eligible for the residential phase (Details about the ADL account will be forwarded together with the confirmation message); - Cost-effectiveness: Maximum number of students is 25 and the minimum is 15. These numbers are considered sufficient for answering current NATO training needs in this domain; - English language proficiency as depicted below IAW STANAG 6001: SLP (3/3/3/2); 		
15. Personal Qualifications		
<ul style="list-style-type: none"> - Course is open to NATO, Partnership for Peace, Mediterranean Dialogue, Istanbul Initiative personnel and Civilian personnel with a vested interest in Civilian and Military Coord Issues; - Military attendees must have attended a military school / academy: Priority 1 will be given to military personnel assigned or selected for assignment to a CIMIC or CIMIC related appointment in a deployed NATO HQ or unit - Priority 2 will be given to military personnel assigned or selected for assignment to a CIMIC or CIMIC related appointment in a static NATO HQ or unit; Priority 3 will be given to military personnel assigned or selected for assignment to a CIMIC or CIMIC related appointment in a National HQ or unit. - Civilian students should have a comparative degree of education: Priority 1 will be given to IOs/GOs/NGOs Representatives. - Any other application will be scrutinized on a case by case base. CVs are encouraged to support the selection process. No sponsorship programs exist for this course. 		
16. Assessment & Grading Policy:		
<p>All participants are expected to uphold the following classroom requirements:</p> <ol style="list-style-type: none"> 1. Active participation in class and all group work assignments; 2. On - time attendance of all sessions (waivers authorized by the Course Director); 3. A multiple choice test based on the Course content will be held during the course. <p>The final grading list will be issued by the Course Director based on the score of the ADL course, the outcome of the final test (multiple choice, based on the Course content and the student performance evaluated by the Instructors.</p>		

17. Accommodation:

- Unless differently communicated, Hotel booking remains a student responsibility. MNCG can assist the booking process, providing a list of Hotels which grant special fares to MNCG students. **The Hotels listed by MNCG Protocol Office will be connected to the course premises by a free daily shuttle bus^(*).**

Italian military personnel will be accommodated in Barracks Quarters unless differently requested^(*);

(*) if allowed by covid19 safety procedures.

18. Dress Code:

- Combat uniform for military personnel, smart casual/casual for civilians.
- On the last day military personnel is allowed to attend the course in civil clothes.

19. Security Clearance:

The Course content is non sensitive info releasable to course attendees.

20. Transportation:

- Travel arrangements and costs are a student responsibility, including visa arrangement procedures for non EU citizens; we recommend you to contact your National Authorities to find out what immigration provision applies to you.
- Special instructions in accordance with the standing covid19 safety procedures will be issued in due time;

21. Visa Requirements

Every participant is required to check with his/her country's appropriate authorities whether he/she needs a VISA for entering Italy. No invitation letters can be provided by this HQ;

22. Medical Assistance:

- Course participants are required to undertake a COVID molecular test 3 days prior the start of M3 module. An additional antigen rapid test will be conducted by MNCG medic personnel prior to start the course. Given the volatility of the situation participants are invited to constantly check with national authorities and/or MNCG the current safety procedures applicable.

- Medical Assistance is granted free of charge for EU nationals through the European Health Insurance Card or through proper document (contact your own National Health Service).
- Non EU Citizens are advised to stipulate a Medical insurance for the whole period.