



PUBLIC SPEAKING AND SPEECHWRITING SKILLS FOR MULTILATERAL DIPLOMACY:

*Cases & Insights
from the United Nations*

VIRTUAL TRAINING COURSE **PROGRAM**

28 June — 1 July 2021

Organized by:

Conflux Center for Intercultural Dialogue and Mediation
United Nations Institute for Training and Research

Speakers & Organizers

Senior Mentors:

Ambassador Amr Aljowaily

Ambassador Miloš Strugar
UN Senior Mediation Advisor

Facilitator:

Mina Strugar
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& More

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UNITAR

Course Program

DAY 1
28 Jun 2021

9:00 – 9:30
Introduction & Agenda

9:30 – 10:15
Tour de Table & Expectations

10:15 – 11:15
SESSION 1:
“Public Speaking — The Essentials”
AMR ALJOWAILY

11:15 – 11:30
COFFEE BREAK

11:30 – 12:15
EXERCISE 1:
TBA

12:15 – 13:15
LUNCH BREAK

13:15 – 14:00
SESSION 2:
“Public Speaking — The Vocals”
AMR ALJOWAILY

14:00 – 14:15
COFFEE BREAK

14:15 – 15:00
SESSION 3:
“Public Speaking — The Visuals of Stagecraft & Non-Verbal Communication”
AMR ALJOWAILY & MILOŠ STRUGAR

15:00 – 15:15
COFFEE BREAK

15:00 – 16:00
SESSION 4:
“Public Speaking in the UN Context — Cases & Insights”
MILOŠ STRUGAR

DAY 2
29 Jun 2021

9:30 – 10:00
Recap Exercise

10:00 – 11:00
SESSION 5:
“Principles of Effective Speechwriting — An Introduction”
AMR ALJOWAILY

11:00 – 11:15
COFFEE BREAK

11:15 – 12:00
SESSION 6:
“Effective Speechwriting — The Structure”
AMR ALJOWAILY

12:00 – 13:00
LUNCH BREAK

13:00 – 14:00
SESSION 7:
“Effective Speechwriting — Rhetorical Devices”
AMR ALJOWAILY

14:00 – 14:15
COFFEE BREAK

14:15 – 15:00
SESSION 8:
“Writing National & Group Statements in Multilateral Diplomacy”
AMR ALJOWAILY

15:00 – 16:00
EXERCISE 2:
TBA

Course Program

DAY 3
30 Jun 2021

9:30 – 10:00
Recap Exercise

10:00 – 10:45
SESSION 9:
“Statements & Interventions
Invoking Rules of Procedure in
Multilateral Diplomacy”
AMR ALJOWAILY

10:45 – 11:00
COFFEE BREAK

11:00 – 12:00
EXERCISE 3:
TBA

12:00 – 13:00
LUNCH BREAK

13:00 – 14:00
SESSION 10:
“Talking Points & Speech Writing
in the UN System —
Cases & Insights”
MILOŠ STRUGAR

14:00 – 14:15
COFFEE BREAK

14:15 – 15:00
SESSION 11:
“Briefings in the UN System —
Cases & Insights”
MILOŠ STRUGAR

15:00 – 16:00
EXERCISE 4:
TBA

DAY 4
1 Jul 2021

9:30 – 10:00
Recap Exercise

10:00 – 11:00
SESSION 12:
“Press Conferences, Interviews,
& Relations with the Media”
MILOŠ STRUGAR

11:00 – 11:15
COFFEE BREAK

11:15 – 12:00
SESSION 13:
“Listening to & Answering Questions”
MILOŠ STRUGAR

12:00 – 13:00
LUNCH BREAK

13:00 – 14:30
EXERCISE 5:
“Answering Questions,
Conducting An Interview”

14:30 – 15:00
Coffee Break
& Evaluation

15:00
Course Wrap-up
& Q&A with Senior Mentors

NOTES:

All specified times are in accordance with CEST (Central European Summer Time) / UTC+2 (Coordinated Universal Time) time zone.
We reserve the right to modify the course program at any time.

About the Course

Background

Effective communication is fundamental to successful diplomacy, specifically in times of crisis marked by high levels of uncertainty. Delivering one's message is key to work together efficiently and to overcome challenges at both the individual and organisational level.

The Division for Multilateral Diplomacy of the United Nations Institute for Training and Research (UNITAR) and Conflux Center for Intercultural Dialogue and Mediation have designed and developed the virtual training course **“Public Speaking and Speechwriting Skills for Multilateral Diplomacy: Cases & Insights from the United Nations”** for professionals to better structure their approach to their own professional style, build resilience, and be self-motivated during these times of ambiguity.

Overall Goal

The aim of the virtual course is to identify areas participants need to improve, in order to give the impression of spontaneity and confidence while delivering their message to an audience as well as how to make the content of their speeches and reports pertinent and highly engaging. Drawing on the latest modern techniques in the ancient art of rhetoric (the skill of oration and persuasion) and writing, the trainers provide the participants with feedback enabling them to make immediate adjustments and improvements during the training at a behavioural, rather than simply at a theoretical, level.

By examining the essential professional qualities needed to sustain the world of multilateral diplomacy, participants will be enabled to further improve their high-level public speaking and speechwriting competences. The ultimate objective is to strengthen the individual's resilience under uncertainty, and to enable them to work efficiently during these challenging times.

Learning Objectives

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

- Apply public speaking, presentation, and speechwriting techniques, including preparation, structure, and delivery in face-to-face and online formats;
- Acquire essential principles of the art and craft of speechwriting and delivering speeches;
- Identify personal strengths and weaknesses as speakers and writers;
- Develop their personal presentation style and tailor it to respective audiences;
- Demonstrate the ability to use voice and words to effect when giving speeches or presentations: wording, diction, intonation, rhythm, and pacing;
- Implement acquired tools for combating public speaking anxiety.

Course Details

Target Audience

The virtual course aims at strengthening the individual capacity of growth-oriented professionals working in a multilateral diplomatic professional environment, who are or aim to be in high-level roles requiring pivotal professional skills in public speaking and speechwriting.

Specifically, this course is designed for mid to senior level staff in peacekeeping and political missions of the UN and regional organisations (AU, OSCE, EU, etc.), diplomats, those working in governments, non-governmental organisations, and academic institutions.

Content and Structure

The virtual course will take place over a period of four days, from **28 June — 1 July 2021** via the **online platform Zoom**. The participants will learn from experts who will cover essential principles of speechwriting and public speaking. The training will consist of lectures and facilitated discussions by senior experts and practitioners in the field, and the activities are devised to be highly interactive through discussions, Q&A sessions, group work, role-play and hands-on exercises and assignments. A virtual space will be provided for group discussions and best practices and experience sharing among the participants under the guidance of the senior mentors. The course will also focus on practical exercises using audio and video media.

Upon completion of the course, certificates of participation comprising official logos of Conflux Center and UNITAR will be issued in PDF, and a hard copy can be sent via post upon request.

The specified times are in accordance with **CEST (Central European Summer Time)** / UTC+2 (Coordinated Universal Time) time zone.

Technical Requirements:

In order to join the virtual training, all attendees should have access to the internet and a personal computer or laptop, with an operational camera and microphone (external or internal). A stable internet connection is essential in order to minimize the chances of stutter or disconnection. It is advisable that the participants download the Zoom application that is free of charge. It is also possible to join a meeting directly from a web browser, but the meeting experience and available features are limited. The participants will receive all necessary information on how to use Zoom prior to the start of the course.

Additional Information

Registration:

Registration is open until **21 June 2021** and can be done via the following link:

<https://www.confluxcenter.org/events/application-form/>

Upon online registration, participants will receive an invoice, pre-course video and reading materials, as well as information on how to use Zoom. The pre-course materials will also be available on Conflux Center's website.

Course Fee:

900 EUR (1,150 USD)

Conflux Center alumni are eligible for 20% discount.

Partial subsidy could be available at a later stage. Those interested in a partial subsidy should send their CV and a motivation letter not later than **7 June 2021** to office@confluxcenter.org.

UNITAR and Conflux Center will not provide refunds for customers who face technical issues beyond their direct control. It is recommended that all prospective participants test Zoom for free at [Zoom.us](https://zoom.us) prior to confirming their payment.

- The participants should be relieved of their regular work duties for the duration of the course.
- The course is conducted in English and translation is not provided.

For further details about the course, please contact us at:

office@confluxcenter.org or **+381 63 13 08 997**

