



unitar

United Nations Institute for Training and Research



UNITAR Web Seminar

UNITAR Hiroshima Fellowship for Afghanistan
Seminar Series on Human Resource Development and Management

Seminar II: Organizational Needs Assessment & Environmental Analysis
Howard Lamb and Sue Lamb
Lamb & Lamb Associates

Howard LAMB



Howard Lamb is Co-Founder and Partner in Lamb & Lamb, which specializes in organization development and management consultation with special attention to large-scale organizational change in both the public and private sectors. His areas of consulting specialization include: organization diagnostics, strategic planning, organization and work redesign, leadership during cultural change, team development, and organization communication processes. His training interests include: interpersonal relations, group dynamics, consulting skills and training of trainers. During his 30 year career, he has consulted with hundreds of large and small organizations. Clients have included: Marriott Hotels and Resorts, Philadelphia Electric Company, U.S. Department of Education, The Bear Tribe Medicine Society and the U.S. State Department/ Government of Pakistan. He received the Ed.D. in Human Development and Educational Administration from the University of Maryland and has done post doctoral work with the NTL Institute for Applied Behavioral Science. Professional associations include: American Psychological Association, Association for Psychological Type, Association for Transpersonal Psychology and the NTL Institute for Applied Behavioral Science.

Sue LAMB



Sue Ries Lamb is Co-Founder and Partner in Lamb & Lamb, which specializes in organization development and management consultation with special attention to large-scale organizational change in both the public and private sectors. Her areas of consulting specialization include: organization diagnostics, strategic planning, organization and work process redesign, leadership for cultural change, managerial coaching, team development, organization communication processes and managing diversity. Training interests include: interpersonal communications, supervisory skills, coaching skills, meeting management, group processes, consulting skills, understanding and working with differences, and training of trainers. During her 30 year career, she has consulted with hundreds of large and small organizations both public and private. Her clients have included: The Division of Microbiology and Infectious Diseases, National Institute of Allergy and Infectious Diseases, National Institutes of Health, The Diversity Channel, The East Bay Municipal Utility District (California), The Hannaford Brothers Company and Coca Cola-USA. She received a Masters in Counseling (with Distinction) at The American University in Washington, D.C. and her B.A. English/Education (Magna cum Laude) from Tufts University at Medford, Massachusetts. Professional associations include: Institute for Applied Behavioral Sciences, Organization Development Network and the Association for Psychological Type.

Seminar Topic

This seminar will focus on the why and how of conducting an Organization Needs Assessment. Topics covered will include:

- What is an organization needs assessment
- Why bother to do one?
- Understanding your organization as an “open socio-technical system”
- The three types of organization needs assessments and how they correlate with your organization as an “open socio-technical system”
- Cautions to think about when you’re conducting an organization needs assessment
- The stages in a needs assessment
- Different data gathering methods

-
- Asking good questions
 - Tips for analyzing and reporting on your needs assessment data
 - Using findings from individual needs assessments to determine Fellowship team projects
 - What is an environmental analysis?

The seminar is interactive and includes hands-on exercises related to the subject, as well as group discussions facilitated by the Afghan Fellowship Alumni.

About the Seminar Series

Based on recommendations of its Afghan Fellowship Community, the UNITAR Hiroshima Office launched this module within the framework of the Fellowship for Afghanistan – The Seminar Series. The series focuses on the importance of HRM and HRD in organizational development, and is offered to the Fellowship Alumni community. The Series consists of six seminars, and UNITAR will award certificates to those who attend the complete Series. It is hoped that these substantive, cross-disciplinary sessions will provide Fellows and Alumni a greater access to more expertise on different topics and also further expand the Fellowship Community. The series is jointly organized by UNITAR and the Afghan Consulting, Training and Research Association (ACTRA), established by the UNITAR Alumni network in Afghanistan.

Date: Tuesday, 17 May 2011

Time: 3:00 p.m. to 6:30 p.m.

Language: English

Location: Kabul University, Kabul, Afghanistan