Workshop on Diplomatic Protocol and Etiquette

Cross-fertilizing Knowledge

Deadline: Closed

- **Type:** Workshop
- **Location:** Geneva, Switzerland
- **Date:** 17 Jan 2019 to 18 Jan 2019
- **Duration of event:** 2 Days
- **Programme Area:** Multilateral Diplomacy
- **Specific Target Audience:** Core Diplomatic Training
- **Website:** http://www.unitar.org/mdp
- **Price:** $1,000.00
- **Event Focal Point Email:** diplomacy@unitar.org
- **Event Focal Point Contact Number:** +41 229178810

**BACKGROUND**

The area of Diplomatic Etiquette and Protocol can be intimidating and difficult to grasp without specialised background knowledge and experience. As staff of a major international organisation, you may be called upon to organise and make arrangements for events, conferences and meetings, whether they be formal or informal, official or unofficial. This requires an in-depth understanding of the various layers of Protocol and Etiquette.

**EVENT OBJECTIVES**

This module aims to provide skills and knowledge in the field Diplomatic Etiquette and Protocol. At the end of this training, participants should be able to take the right decisions and consider a broad spectrum of possible Protocol-related situations and Etiquette guidelines, to enable them to confront challenging and new situations confidently particularly when dealing with high-ranking government officials.

This two-day face-to-face training workshop will adopt a practical approach to Etiquette and Protocol issues, emphasising real-life case studies, scenarios and situations that staff from any international organization or government might encounter.
LEARNING OBJECTIVES
At the end of the Module, participants should be able to:

- Recognize accepted practices in international Protocol and Etiquette;
- React in an appropriate and proactive manners to arising Protocol and Etiquette-related questions and challenges;
- Identify the appropriate forms of communication with higher-ranking officials.

METHODOLOGY
The training is designed to be highly interactive and participatory, and will include a variety of simulation exercises and pedagogical tools to enable the participants to acquire a thorough knowledge and understanding of the topic at hand.

TARGETED AUDIENCE
This course is open to members of Permanent Missions and delegates of Ministries of Foreign Affairs and other government officials, representatives of international, intergovernmental, and non-governmental organizations. Senior managers from the private sector are equally invited to benefit from this unique course.

ADDITIONAL INFORMATION
The workshop will take place on 17-18 January 2019 in Geneva, Switzerland.

The course fee is 1000 USD. UNITAR is delighted to announce that a limited number of fellowships are available. Please select this link for more information: www.unitar.org/cdt-fellowships