unitar
United Nations Institute
for Training and Research
KNOWLEDGE TO LEAD
Online Diploma
in Multilateral Diplomacy

# Contents


**Message from Nikhil Seth, Executive Director of UNITAR** 4

**General Information and Structure of the Diploma** 6

**Description of courses** 10

United Nations Protocol 11

Diplomacy 4.0 12

Public and Cultural Diplomacy 14

Overcoming Negotiation Deadlocks 15

Cosmopolitan Communication 16

The Art of Speechwriting 17

**About UNITAR** 19

**About the Multilateral Diplomacy Pillar** 19

“Why choose UNITAR’s Online Diploma in Multilateral Diplomacy?”

The United Nations Institute for Training and Research's (UNITAR) Online Diploma in Multilateral Diplomacy offers a unique opportunity for both students wanting to pursue a career in international relations, and professionals working in international and regional organizations.

It is also an opportunity for governmental and non-governmental institutions to expand their knowledge on international affairs and strengthen their capacities in the field of multilateral diplomacy.

Using internet-based training, UNITAR brings participants and trainers together in a unique virtual learning environment. All courses build on UNITAR's wealth of experience in designing and implementing training workshops on diplomacy and multilateral affairs at the country and regional levels. e-Learning provides specific advantages for geographically and time constrained individuals to obtain valuable information for their day-to-day operations and future projects.

Being awarded an Online Diploma will not only improve career opportunities of successful candidates, but also expand the reach of their global network.

# Message from **Nikhil Seth**

Executive Director of UNITAR

Nikhil Seth
United Nations
Assistant Secretary-General
Executive Director, UNITAR

**Dates**
Annually (On a rolling basis).

**Price**
2,600 USD
Students must select 4 out of 6 courses.

**Duration**
All courses last between 4 - 6 weeks.

**The estimated workload**
is 130 hours in total. The average workload for a course is 5 - 8 study hours per week.

# General **Information and Structure** of the Diploma

**Moderation**

Courses are moderated by senior international experts, and place an emphasis on online discussions and self-paced learning. The courses will consist of the following components:

- Compulsory and optional reading material, intended to teach the basic concepts and principles of the lesson's subject-matter;
- Multimedia and external links to additional books, articles, documents, and websites related to the lessons;
- Quizzes and case studies;
- Community discussion boards;
- Collaborative learning tools such as simulation exercises, webinars and chats.

## Target audience

The Online Diploma is designed for government officials, diplomats, private sector specialists, practitioners in the international arena, academics, students or any interested participants.

## Learning objectives

At the end of the Online Diploma, students should be able to:

- Demonstrate a comprehensive, substantive and practical knowledge of the current challenges in international affairs and diplomacy;
- Perform in both bilateral and multilateral working environments with increased confidence;
- Develop analytical skills and critical thinking;
- Advance their career through the acquisition of skills that are highly valued in an international working environment.

## Admission requirements

There are no specific admission requirements. Participants who wish to enrol in one particular course without being awarded a diploma can still do so. Please note that this Online Diploma will not provide ECTS credits.

## Admission procedure

### Step 1

Go to **www.unitar.org/event/user/register** to create a user account.
Then, use the search engine and select “Search only in title” and insert “Online Diploma in Multilateral Diplomacy”. Click on “selected events” in the top right corner of the page (“view your shopping cart”) then click “Proceed to checkout.”

### Step 2

From your shopping cart you will be able to confirm your purchase and begin the registration process. Please have your credit card and organizational details (such as addresses and phone numbers) ready as they will be necessary during the registration process. You can also pay by bank transfer. UNITAR bank details will be provided following registration. Your place in the Online Diploma will be secured once you have received an invoice and paid the fee via bank transfer or credit card.

### Step 3

You will receive your login details a few days prior to the beginning of the first course.

- **General requirements**
- Have a good command of the English language;
- Be computer literate.

## Technical requirements

UNITAR recommends the following as a minimum in hardware and software to take our e-Learning courses. Please consult your Network Administrator or System manager to ensure that you have the following:

### Basic System requirements

Works with MacOS and Microsoft Windows 10 computers with a stable internet connection.

### Browser requirements

- Firefox
- Chrome
- Edge
- Safari

Enable pop-ups, cookies and Javascript (check the browser documentation).

### Other software requirements

- MS Office (Word, Excel, PowerPoint);
- Adobe PDF Reader;
- To help prevent malicious software from downloading or uploading to our server please update to latest available antivirus before starting a course;
- Moodle supports older operating system like Windows 7 and older browser but will experience poor quality.

# Description of courses

## United Nations Protocol

The United Nations and its related bodies, agencies and programmes convene thousands of formal and informal, official and unofficial meetings and conferences each year. Representatives within the United Nations system as well as from governments or international and non-governmental organizations must be able to operate in a professional manner in such multilateral environments. This e-Learning course aims to provide an overview of the United Nations and multilateral protocol practices to guide protocol practitioners who operate within the Offices of the United Nations at its Headquarters as well as in its numerous field Offices throughout the world.

UN Photo/Manuel Elias

## Diplomacy 4.0

Humankind is indisputably entering a new digital era. Unlike in the past, diplomacy and international affairs can no longer afford to slowly adapt to the rapid technological changes as their pace demands almost business-like agility to stay abreast and relevant. This course tackles the most pressing issues at the intersection of diplomacy and Information and Communication Technology, providing participants with not only the theoretical knowledge but also the practical skills on how to implement best practices. Its overarching purpose is to prepare the involved actors for the continuously deepening interdependence between traditional diplomacy and contemporary technology and equip them with the necessary skills to exercise those innovations in practice.

UN PhotoKim/Haughton

UN PhotoKim/Haughton

UN Photo/Kim Haughton

## Public and Cultural Diplomacy

Public diplomacy, and its sister concept, soft power, dominate much of the current academic debate about 21st century diplomacy. A major challenge for governments is how to develop effective public diplomacy and optimize their use of soft power in a rapidly changing global environment. This course aims to help participants understand what public and cultural diplomacy are, how its practice has evolved over time and how current challenges are being addressed. The crucial project steps of campaigns, media relations and other public and cultural diplomacy tools are analysed and summarised in a very practice oriented manner. It will also examine a range of tools & techniques available to public and cultural diplomacy practitioners.

## Overcoming Negotiation Deadlocks

In the context of developing bilateral relations, negotiation has taken a prominent place as a decision-making and regulation process. Also, the challenge of renewed multilateralism is closely linked to the ability of the international community to foster truly productive negotiation processes in a rapidly evolving global context. This course aims to equip participants with practical skills to enhance individual negotiation capacity and lead through situations of deadlock. It will help learners improve their negotiation performance in order to obtain better outcomes in bilateral and multilateral negotiations, but also to become brokers of agreements when solutions look impossible.

## Cosmopolitan Communication: Connecting across Diplomats, Business Leaders and Civil Society Actors

As a result of globalization, individuals and organizations constantly need to be engaged in developing their cross-cultural competences in order to operate effectively in a multilateral setting and avoid barriers, misunderstandings and prejudices in negotiation and mediation processes. The general objective of this e-Learning course is to reinforce the knowledge on the processes of communication, to enhance cultural awareness and understand the differences in communication among various cultures. Additionally, it will explore tools and techniques to effectively manage constructive conversations in an intercultural environment.

## The Art of Speechwriting

Throughout history, speech has been one of the most powerful forms of communication. Technological, social and economic changes have enhanced that power. This course teaches participants the essential principles of the art and craft of speechwriting. After first defining why speeches matter, the course looks at the three golden principles of speechwriting, before moving on to how to make the content memorable and engaging. It then focuses on honing the participants' writing and editing skills with specific exercises on hooking your audience and crafting media sound bites and quotes. Finally, it examines how to deliver a speech with confidence and conviction.

STRONG PERSONALITY / FACE
CLEAR VISION
High level of dedication/commitment
Good listening skills
Ability to self evaluate in a constructive manner critically and openly - and accept feedback
Open to reviewing feedback
Being firm, assertive and confident
WHAT DOES IT TAKE?
Strong education

## About UNITAR

The United Nations Institute for Training and Research (UNITAR), the principal training arm of the United Nations, was created in 1963 to train and equip young diplomats from newly-independent UN Member States with the knowledge and skills needed to navigate through the diplomatic environment. Since then, UNITAR has developed extensive experience in designing and implementing professional training courses for the United Nations Member States around the world.

## About Our Work on Multilateral Diplomacy

UNITAR is a leading training provider in global and strategic challenges for professionals within and outside the United Nations system. Through its Division for Multilateral Diplomacy, UNITAR works closely with the United Nations Member States and an increasing number of other partners to strengthen the capacities of diplomats, government officials and other major actors, in view of actively supporting the overall efficiency of the multilateral system.

## Contact us

UNITAR
7 bis, Avenue de la Paix
CH-1202 Geneva 2
Switzerland
+41 (0)22 917 87 16
mdp-elearning@unitar.org

## Online resources and social networks

Website
www.unitar.org

Online course catalogue
www.unitar.org/event

Learning and training wiki
www.click4it.org

Newsletter
www.unitar.org/newsletter

@UNITARHQ

@ UNITAR

unitar
United Nations Institute for Training and Research