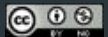


# User-Centred Community Engagement

Launch Session guide

This guide is for the Project Team to run the session that introduces the community to UCCE.



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# Explanation of language

## Key terms:

- 1. Alterations:** A change to the design of a latrine or its sanitation facility. These could be minimal changes that require minor structural changes, or they could be larger changes that require further constructions.
- 2. Sanitation facilities:** Anything surrounding the latrine (e.g. hand washing stations, pathways and signage).
- 3. Latrines:** Toilets, including elements immediately around it (e.g. the hole or slab, doors and locks).

# Objectives

1. To introduce the project and the team and to provide background to the engagement work and activities that will take place in the next few days/weeks to the community.
2. To manage expectations of the project. It is important to clearly communicate the limitations. While everything possible will be done to improve the sanitation facilities there are limitations such as budget, resources and materials available.

# Agenda

🕒 45min

**1** Project Team introductions

10min

**2** Introduction to project

5min

**3** Activities and timeline

15min

**4** Manage expectations

5min

**5** Q&A

10min

# 1. Project Team introductions

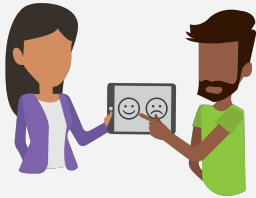
- Introduce yourself and ask co-facilitators to introduce themselves.  
*My name is [name] and I work for Save the Children Ethiopia. I am a [Role]. This means [brief description of role].*
- Explain that everyone is here today to make sure the latrines in this camp are child-friendly and user-friendly for caregivers.

## 2. Introduction to project

- Explain that there are many reasons why a child like them might feel uncomfortable when using the latrine or hand-washing facilities, but not using these sanitation facilities can cause serious health risks.
- Explain this is why a project is taking place the next few weeks. We want to understand how we can improve the sanitation facilities for people in this camp, so that everyone is healthy and happy.
- Explain that you'll be conducting a series of activities that will give everyone the opportunity to contribute to the improvement of the sanitation facilities.


# 3. Activities and timeline


Give everyone an overview of the three key engagement activities that will be taking place in the next few days and weeks. Ask them to wait until the Q&A at the end to ask any questions they might have.



## 1 Interactive survey I

The field team will visit households and conduct a short survey with both children and caregivers. The survey will include images of the current latrines and hand-washing facilities at the camp. They will be able to point at the things they don't like and explain why.

 [Date]

 [Duration e.g. 10 min (max) per person]

 [Location]

# 3. Activities and timeline




## 2 Co-creation sessions

After the surveys are completed, the field team will bring children and caregivers together in a Co-creation Sessions. In these sessions, there will be an opportunity to come up with potential ideas for improvements to the sanitation facilities together, in order to solve the issues that were identified with the surveys.

**30 Caregivers**

 [Date]

 [Duration e.g. 2 hours]

 [Location]

**30 Children (5-8 years old)**


 [Date]

 [Duration]

 [Location]

**30 Children (9-12 years old)**

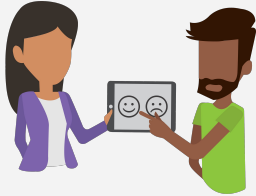
 [Date]

 [Duration]

 [Location]




# 3. Activities and timeline



## 3 Interactive survey II

Once alterations to the sanitation facilities are completed, the field team will visit the households again to see how they are feeling about the changes.

 [Date]

 [Duration E.g. 10min (max.) per person]

 [Location]

## 4. Manage expectations

- Stress that it is important for the team to speak to people in the village. As this is the only way sanitation facilities can be designed in a way that fit their needs, behaviours and preferences.
- The ideas that will come out of the project might involve minor or major alterations to the sanitation facilities. Stress that the exact changes to be made will depend on resources available and feasibility.
- Explain that no promises to use all the ideas that come up in these sessions can be made, but a record of all the ideas will be kept and considered in the future when more budget is available.

## 5. Q&A

- Emphasize that this engagement is only about latrines and hand-washing facilities. Let them know that if they have a concern, or question or want to provide feedback that isn't related to the sanitation facilities, they should get in touch [explain with whom and how].
- Prompt everyone to ask any questions they might have in regards to the project activities.
- **Thank them for their time and let them know that we hope to see them soon.**