

# session 4

Developing an action plan and empowerment to implement



The session aims at developing a framework that will assist stakeholders to prepare action plans for mainstreaming gender into HIV/AIDS. It also motivates stakeholders through an empowerment process to assume the position of change agents.

## Session objectives:

- ⌘ To facilitate a process that will assist stakeholders in developing implementable plans.
- ⌘ To impress upon stakeholders the critical issue of being a change agent in the process of mainstreaming gender into HIV/AIDS.



## Activity 1 Developing a framework for a plan of action

### **Activity objective**

To assist participants with a framework on which their action plans will be based.

### **Materials**

Flipchart/grid  
Overhead projector/power point  
Transparencies  
Pens  
Adhesive putty

### **Time**

120 minutes

### **Method**

Group work  
Plenary presentations

### **Process**

- Present the sample action plan on the next page and explain the purpose and process of the activity
- Divide the participants into groups
- Distribute the guiding questions for participants to answer in their groups
- Allow 90 minutes for preparation of action plan
- Facilitate brief reports back from each group and record the emerging issues on the flipchart (30 minutes)

### **? Guiding Questions**

1. What is your overall aim in your plan of action?
2. What are your immediate, medium and long-term objectives?
3. What outcomes and outputs do you want to achieve?
4. Who are your major target groups/stakeholders for implementation of the action plan?
5. Indicate a timeline with specific months and dates by which you will achieve each activity
6. How will you measure success/achievement of intended outcomes?





**Overall objective: the overall objective is to embark on a mobilisation strategy of all critical stakeholders for HIV/AIDS gender mainstreaming programme**

| OBJECTIVES   | ACTIVITIES                          | LEAD | ASSUMPTIONS AND RISKS   | OUTCOMES AND OUTPUTS | INDICATORS OF SUCCESS   | TIME FRAME |
|--|-------------------------------------|------|---|----------------------|---|------------|
| To obtain a buy in process from critical stakeholders for mainstreaming gender into HIV/AIDS | Consultative meetings and workshops |      | Senior level stakeholders sensitised on the programme<br>Donors willing to fund.<br><br>Initial resistance of gender considerations<br>Trivialisation of gender issues and doing it piecemeal |                      | Meetings and workshops have occurred and reports produced.<br>Few gender advocates on HIV/AIDS begin to surface.<br>Buy in process obtained to a reasonable level |            |

**Overall objectives: to create a deeper understanding of the relationship between gender and HIV/AIDS**

| OBJECTIVES   | ACTIVITIES                                      | LEAD | ASSUMPTIONS AND RISKS  | OUTCOMES AND OUTPUTS | INDICATORS OF SUCCESS  | TIME FRAME |
|--|---|------|--|----------------------|--|------------|
| To create a deeper understanding of key gender concepts and how these impact on HIV/AIDS | Workshops on mainstreaming gender into HIV/AIDS |      | Mobilisation activities for stakeholder enrolment have occurred<br><br>Gender is a sensitive issue<br><br>Cultural practices will be a hindrance |                      | Workshops conducted and reports produced and circulated<br><br>Feedback obtained for future programmes |            |



Overall objective: to initiate a process policy review and formulation

| OBJECTIVES   | ACTIVITIES  | LEAD | ASSUMPTIONS AND RISKS  | OUTCOMES AND OUTPUTS | INDICATORS OF SUCCESS   | TIME FRAME |
|--|---|------|--|----------------------|---|------------|
| To examine policies and procedures that are gender blind and formulate new policies for mainstreaming gender into HIV/AIDS | Review of existing documents of different sectors<br><br>Preparation of a situational analysis by sectors<br><br>Development of a gender policy on HIV/AIDS |      | Gradual removal of stereotypes<br><br>Stakeholders are gender aware<br><br>Time constraints<br><br>Policies are not harmonised |                      | Documents reviewed and gender gaps identified<br><br>Situational analysis produced and circulated<br><br>Gender policy in place |            |

## Activity 2 Empowering action agents for mainstreaming gender into HIV/AIDS



### 📌 Activity objective

To facilitate a process that empowers stakeholders to carry the process forward with commitment and passion.

### 🕒 Time

45 minutes

### 👥 Method

Group work  
Checklist

### 📋 Process

- Divide the participants into groups
- Distribute a check list with principles of commitment with guiding questions
- Allow 25 minutes for discussion
- Facilitate a report back session
- Record the key emerging points on flip chart

### 📁 Materials

Flip chart  
Overhead projector/power point  
Transparencies  
Pens  
Adhesive putty

### ? Check list and guiding questions

1. Win friends, allies and opponents
2. Build a forceful team
3. Tailor positive strategies and messages to overcome false images
4. Focus on facts
5. Involve converted men and women
6. Target a critical mass

### ? Questions

1. Do you agree with the items on this checklist?
2. What is missing on this checklist?
3. How does change occur most effectively (what qualities, resources, institutional support are needed?)? Make this as practical and simple as possible.





An action plan for mainstreaming gender into HIV/AIDS requires a stakeholder involvement and enrolment strategy. This approach will allow work to be done in an integrated manner.

In the process of developing an action plan, follow the format and information stated below:

- Develop of an overall objective which encompasses the entire picture depicted
- Formulate focused objectives which are specific, measurable, achievable, realistic and time bound (SMART)
- Develop activities that will assist you to achieve your objectives
- Identify lead actors that will undertake the activities and perform according to the plan
- Document any assumptions and risks inherent in achieving the objectives
- Document resources – human, financial and physical
- Develop verifiable indicators to assess the level of achievement of the objectives in a qualitative and quantitative manner.

For mainstreaming gender into HIV/AIDS, an empowerment process is critical for the following reasons:

- To motivate committed agents of change
- To obtain ownership of the process

The agents of change will have the ability, passion and compassion to implement the programme successfully.

They will be able to:

- Win friends
- Allies and opponents
- Build a forceful team
- Tailor positive strategies and messages
- Expose and highlight false images and messages
- Focus on facts
- Involve committed men and women
- Target critical mass.

Such change agents should embrace the following principles:

- Commitment
- Consideration
- Compassion
- Capacity
- Core business orientation.

Change agents that embrace the above principles will gain:

- Self-esteem in conducting their activities
- Associative strengths to build on each other's efforts
- Resourcefulness contributing to a body of knowledge, and skills
- Action planning skills and team-work
- Responsibility for the action plan developed.