

# Humanitarian Centre Services 2011 - 2012

The **Humanitarian Centre** is a Cambridge-based network seeking to maximise impact on global poverty and inequality by networking individuals and organisations engaged in international relief and development. By connecting local, national and international expertise we increase the potential for global change.

## Networking and training events

### Networking

The Humanitarian Centre organises **networking meetings** and **meetings for consultants** each term to encourage members to meet and share ideas. In addition, **smaller interest groups** meet occasionally to discuss specific themes. Previous themes have included Disability in Development, and Africa.

The Humanitarian Centre also offers advice and guidance to local organisations. In addition, we have a range of useful local and national contacts and sources of expertise.

### Training

The Humanitarian Centre runs a **training programme** for people volunteering and working in development organisations. Previous topics include finance and social media.

### Educational events

The **International Development Course** is a Saturday school taking place in **May and December** each year.

The **Annual Lecture** brings a senior member of the humanitarian community to Cambridge each year.

Occasional **seminars** explore key development issues, with input from practitioners and academics.

The Humanitarian Centre also hosts **evening classes** in international development. The course is run by the Institute of Continuing Education.

**Members will benefit from reduced rates at events, and are encouraged to have stalls at the International Development Course and Annual Lecture.**

### Themed Years

The Humanitarian Centre also runs learning and networking events based on annual themes. From Sept 2010-2011 the Centre is focused on **ICT4D (Information Communication for Development)**. The theme for 2011-2012 is **Global Health**.

Each year a **Cambridge Development Report** is produced drawing on projects and discussions on the annual theme.

## Communication and representation

The Humanitarian Centre website holds a **web calendar**, which lists humanitarian events in Cambridge – send details to [calendar@humanitariancentre.org](mailto:calendar@humanitariancentre.org) for inclusion on the calendar and in a weekly digest to 1500+ subscribers.

We also send out regular **volunteer opportunity updates**, so register your volunteer opportunities with us at [volunteering@humanitariancentre.org](mailto:volunteering@humanitariancentre.org). **Members will be given priority in the Humanitarian Centre's mailing list publicity.**

The Humanitarian Centre website includes a **directory** of **Cambridge expertise** in international development. It also publishes **news** focused on development. **Members will be given priority in both sections. The website also holds members' logo, blurb, website link and volunteering opportunities.**

To sign up to the Directory, click [here](#).  
To contribute news to website, contact [emma.js@humanitariancentre.org](mailto:emma.js@humanitariancentre.org)

## Access to space and resources (members only)

Our **library** contains a variety of materials useful for managing small organisations, as well as books and films on development. These are available for loan from the office.

The Humanitarian Centre offers **meeting space**, **hotdesking space**, and **permanent workspace**. Meeting space can be booked via the office. Hotdesking and Permanent workspace is by application to Humanitarian Centre trustees.

Equipment that can be borrowed / used in the HC, and outside by agreement, includes:

**Data projector and laptop**  
**Photocopier / B/W printing** (1.5p / copy, incl. paper)  
**Colour A3 printer** (10p / copy incl. paper)  
**Recording equipment**  
**Laminator and pouches**  
**Flipchart and whiteboards**  
**Display boards**

## Participation in governance (members only)

A **Board of Trustees** is elected by Humanitarian Centre member organisations at the January AGM. Members can contact the **Director, Trustees or the Members' Representative** to make suggestions and give feedback.

### Contact details:

**Director- Anna-Joy Rickard**  
[anna-joy.rickard@humanitariancentre.org](mailto:anna-joy.rickard@humanitariancentre.org)  
**Projects Officer – Anne Radl**  
[anne.radl@humanitariancentre.org](mailto:anne.radl@humanitariancentre.org)  
**Communications Officer – Emma Jackson Stuart**  
[emma.js@humanitariancentre.org](mailto:emma.js@humanitariancentre.org)  
**Members' Representative- Dr Sacha DeVelle**  
[sacha@cambridgetoafrica.org](mailto:sacha@cambridgetoafrica.org)

Office telephone: **01223 760885**  
Website: [www.humanitariancentre.org](http://www.humanitariancentre.org)