

DIPLOMATIC TRAINING 2021-2022





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The Académie des métiers de la Diplomatie (AMD) is a centre of excellence for training, research, and consultancy in diplomacy and international affairs. Its creation results from an official agreement through which the Académie Diplomatique Internationale (ADI), following the cessation of its activities in June 2018, has conceded to the AMD the right to resume its program of training. The aim of the ADI's former leading members (Ambassadors Jean-Claude Cousseran, Christian Connan, and Mrs. Mbarka Zineddine), is to ensure the continuity and to support the development and outreach of the ADI's traditional activities.

The mission of the AMD is to promote, under the sign of excellence and independence, a diplomacy based on the principles of law and international cooperation, through analysis, dissemination, exchange and sharing of knowledge and good practices between professionals from the world of politics, diplomacy, business, academics, as well as media and civil society.

Relying on an exceptional network of professional contacts worldwide - experts and intellectuals - the Academy offers to diplomats, international civil servants, and executives from public and private sectors, a variety of training and capacity-building courses, adapted to current developments and practices of diplomatic careers, and more broadly, of all professions requiring skills in international field. It also provides other services such as consultancy, research, analysis and specialised studies on strategic and international issues.

The AMD counts among its members and close collaborators number of those who have been instrumental in the evolution of the activities of the Académie Diplomatique Internationale.

THE ACADEMIC COUNCIL



Jean-Claude Cousseran

Ambassador

Jean Claude Cousseran is the founding President of the Académie des Métiers de la Diplomatie, and former Director General of the Académie Diplomatique Internationale (ADI). He is a senior lecturer at the Institute of Political Sciences (Sciences-Po Paris). Mr. Cousseran was a French Ambassador in Egypt, Turkey and Syria, and has occupied other diplomatic positions in Jerusalem, Beirut, Baghdad, Tehran and New York. He was also Advisor to the Prime Minister and to the Minister of Foreign Affairs, and Director General for External Security (DGES). Mr. Cousseran conducts training and consultancy services in the following fields: diplomatic action, crisis management, mediation and negotiation strategies, security, and diplomacy.

Mr. Cousseran is currently, the President of the Academy's Board of directors and Head of the executive committee. He is as well Senior Director of the following programmes.

- ▶ International Negotiation
- ▶ Crisis Management
- ▶ Preposting Seminar



Paul Poudade

Ambassador

Paul Poudade was professor at the Institute of Political Sciences (Sciences-Po Paris), and director of the Protocol and Diplomatic Practice programme at the Académie Diplomatique Internationale. He is a former **Chief of Protocol of President Office in France**, and served in the French Foreign Ministry from 1971 to 2007, notably as Ambassador to Guatemala, Hungary and Turkey. He was also a member of the French delegation to the United Nations in New York. In 2010, he was appointed Assessor at the National Court of Asylum. Mr. Poudade conducts training and consultancy services particularly on issues related to protocol and diplomatic practice. He also supervises Diplomatic Protocol programme at the Academy.

He is also Senior Director of the following programme.

- ▶ Protocol et Diplomatic Practice



Wilfried Bolewski

Ambassador

Wilfried Bolewski is professor of international law and diplomacy at Sciences-Po Paris, the American University of Paris, Free University Berlin, and the Académie des Métiers de La Diplomatie. He is a German diplomat who has served in Italy, Poland, Australia, Pakistan, and the Cameroon. He was the Ambassador of Germany to Jamaica, Belize and the Commonwealth of the Bahamas. He participated in the NATO Nuclear Planning Group and the United Nations Conference on Disarmament. Mr. Bolewski has served as the deputy chief of Protocol for German Chancellors Gerhard Schroeder and Angela Merkel. He publishes and lectures on new dimensions of diplomacy, including the role of multinational corporations and non-state actors, and he is the Associate-Editor of the journal of « Diplomacy and Foreign Policy ».

He is also Senior Director of the following programme:

- Diplomacy as Profession



Christian Connan

Ambassador

Christian Connan is co-founder and vice-President of the Académie des Métiers de la Diplomatie. He is an alumnus of the “École Normale Supérieure of Saint-Cloud” and the ENA. Mr Connan, as French diplomat, worked on issues related to Franco-German relations, security and defence, Africa, development and migration. He was Ambassador to Mali, Haiti, and Cambodia. He previously served within the French diplomatic mission in Germany (as Advisor to the Political service, Head of the cultural service of the Embassy in Bonn, and then Head of the Berlin office). In the Ministry of Foreign Affairs, he worked as Ambassador at large in charge of co-development, and then Ambassador and Special Representative of the Head of State for the Great Lakes region. He also served in the Ministry of defence as diplomatic advisor to the Chief of Staff of the Armed Forces, and in Cabinet (as deputy to the Diplomatic Adviser of the Minister, Director of Cabinet to the Minister delegate for the Francophonie, and as deputy Director of Cabinet of the Minister of cooperation). Retired, he provides training and consultancy services in international relations.

METHODOLOGY & PUBLIC

With a solid expertise in the field of diplomacy and international relations, the Academy offers a wide range of training and capacity-building courses tailored to meet the specific needs and priorities of diplomatic and international professions.



TARGET AUDIENCE

- ▶ Diplomats and personnel from diplomatic missions;
- ▶ Diplomats and civil servants from international & regional organisations ;
- ▶ Personnel from governmental and non-governmental organisations;
- ▶ Executives from private and public corporations;
- ▶ Journalists, Press Attachés, and public relations officers;
- ▶ Advanced students pursuing career in international relations



FEATURES

- ▶ Vocational and practical training courses;
- ▶ Instruction by diplomats, policy experts and academics ;
- ▶ Instruction provided in French, English, and upon request in Arabic ;
- ▶ Flexible format compatible with professional work schedules ;
- ▶ Training sessions delivered both on and off-site in France and overseas
- ▶ Privileged location in the diplomatic and political heart of Paris



METHODOLOGY

- ▶ Integrating theory, practice, and interaction ;
- ▶ Engaging practitioners and senior-level experts ;
- ▶ Comprising simulation exercises, case studies, and role playings ;
- ▶ Ensuring the exchange and sharing of knowledge and best practices;
- ▶ Including visits to key agencies and international institutions;
- ▶ Encouraging networking and professional contacts

TRAINING COURSES

Our training programme, offered online and in-person, is available in extensive and intensive formats. It covers all areas of international relations in their diplomatic, political, economic, and strategic aspects. The seminars vary in length from one and two day to semester long courses.

PRACTICAL TRAINING

- ▶ Diplomacy as Profession
- ▶ Protocol and Diplomatic Practice
- ▶ Pre-posting seminar



SPECIALISED SEMINARS

- ▶ Media and Diplomacy
- ▶ International Negotiation
- ▶ Crisis Management
- ▶ A la Carte Training



LANGUAGE TRAINING

- ▶ Diplomatic French
- ▶ Diplomatic English



DIPLOMACY & INTERNATIONAL RELATIONS AS PROFESSION

Today, the practice of diplomacy and international relations is conducted in a globalised context marked by increased geopolitical risks, multiple extra-territorial regulations and norms, as well as a strong competition between the new players in public and private spheres. These undeniable realities are challenging the traditional conduct of foreign affairs and compelling diplomats and international actors to be knowledgeable, responsive, and effective in a variety of sectors.

This multidisciplinary training, delivered in extensive and intensive sessions, is designed specifically for diplomats and civil servants, representatives of international and regional organisations, negotiators, journalists, analysts, and all professionals who wish to deepen their knowledge and understanding of developments and critical issues in international relations, and acquire the necessary tools and operational techniques to act effectively in diplomatic and international contexts.

The programme is offered in-person and online. Its modular structure allows creating a course tailored to the specific needs and priorities of each target group.

ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr.)	Jan. - June	± 115 h	Friday: 17h - 20h15 Saturday: 9h45 - 13h	6 384 €
Extensive (Eng.)	March - July	± 115 h	Thursday : 17h - 20h15 Saturday: 9h45 - 13h	6 396 €
Intensive (Fr.)	Sept. - Nov.	85H	Wed./Friday: 17h - 20h15 Saturday: 9h45 - 13h	5 584 €
Intensive (Eng.)	Oct. - Dec.	85H	Tuesday/Thursday: 17h - 20h15 Saturday: 9h45 - 13h	5 596 €
À la Carte		Designed for specific needs and interest of participant(s)		

E-LEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr.)	Feb. July	± 130 h	Wed. & Friday : 17h - 20h15 Saturday: 9h45 - 13h	7 980 €
Extensive (Eng.)	Feb. July	3 130 h	Tuesday & Thursday: 17h - 20h15 Saturday: 9h45 - 13h	7 995 €
Intensive (Fr.)	May / Nov.	± 90 h	Monday to Friday 9h30 - 12h30 / 14h - 17h	6 980 €
Intensive (Eng.)	May / Nov.	± 90 h	Monday to Friday 9h30 - 12h30 / 14h - 17h	6 995 €
À la Carte		Designed for specific needs and interest of participant(s)		

* Plus 96 € for registration / *The price is VAT excluded and does not cover the travel and accommodation fees.

OBJECTIVES

- ▶ Expand knowledge of significant global political, strategic, and economic challenges ;
- ▶ Understand the functioning of international institutions and their decision-making process ;
- ▶ Review resources and techniques in an international context ;
- ▶ Acquire techniques and methods for negotiation and crisis management;
- ▶ Learn information management techniques and media relations strategies ;
- ▶ Develop institutional and professional networks.

FEATURES

- ▶ Essential syllabus to supplement the university education
- ▶ Practical methods designed to develop professional skills;
- ▶ Instruction by diplomats, analysts and seniors academics;
- ▶ Interactive learning environment based on experience and best practice sharing;
- ▶ Site visits to key offices and international institutions.

CERTIFICATION

A « Certificate of Excellence in Diplomacy and International Affairs» will be awarded by the Academy to each participant, upon successful completion of the course.



PROTOCOL & DIPLOMATIC PRACTICE

Protocol includes diverse activities related to state ceremonies, visits by heads of state and government and visits by dignitaries and public officials. In addition, protocol service includes the organisation of international conferences and summits, the preparation of international treaties, the granting of awards, and the administration of diplomatic and consular corps. Today, the new actors of diplomacy are also concerned with protocol matters and need to be equipped with the appropriate knowledge and operational skills.

This applied training, organised in collaboration with the French Ministry of Foreign Affairs, is designed for diplomats and civil servants, protocol officers, as well as executives from public and private sectors who should take part to diplomatic and international events. It allows them to understand the recent developments in international protocol and to be familiar with its rules, its usages, and its practical methods to better understand the appropriate behaviours to adopt and the mistakes to avoid.

This programme, proposed in-person and online, is organised in extensive and intensive sessions, as well as tailor-made course adapted to the specific needs of each target group.

ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr.)	Oct. - Dec.	25H	Wednesday & Friday 18h - 20h	2 075 €
Extensive (Eng.)	Sept. - Nov.	25H	Tuesday & Thursday 18h - 20h	2 200 €
Intensive (Fr.)	June / Oct.	25H	Wed. /Thur. /Friday 14h - 18h:15	2 075 €
Intensive (Eng.)	October	25H	Mon. /Wed. / Friday 14h - 18h:15	2 200 €
À la Carte	Designed for specific needs and interest of participant(s)			

ELEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr.)	March - May	± 30 h	Monday & Wednesday 18h - 20h	2 500 €
Extensive (Eng.)	April - June	± 30 h	Tuesday & Thursday 18h - 20h	2 650 €
Intensive (Fr.)	June / Oct.	± 40 h	Monday to Friday 9h30 - 12h30 / 14h - 17h	3 840 €
Intensive (Eng.)	May / Oct.	± 40H	Monday to Friday 9h30 - 12h30 / 14h - 17h	3 840 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration / *The price is VAT excluded and does not cover the travel and accommodation fees.

OBJECTIVES

- ▶ Familiarise with protocol and diplomatic rules and customs ;
- ▶ Acquire skills for hosting, entertaining, and managing official and non-official events ;
- ▶ Strengthen communication and intercultural skills for socialising and networking (rules of courtesy, official correspondence, methods for handling and overcoming delicate situations...) ;
- ▶ Develop negotiation techniques of diplomatic and protocol agreements and arrangements ;
- ▶ Learn practical skills to prepare interviews, press releases and conferences
- ▶ Develop relevant professional networks.

FEATURES

- ▶ Practical training based on first-hand experience;
- ▶ Instruction by professionals from the French Protocol Service ;
- ▶ Programme designed to maximise best-practices and experience sharing among professionals ;
- ▶ Site visits to French and international institutions in Paris and Strasbourg.

CERTIFICATION

Upon a successful completion of the course, a « Certificate of Excellence in Protocol and Diplomatic Practice » will be awarded by the Academy to each participant.



PRE-POSTING SEMINAR

DIPLOMATS NEWLY ACCREDITED IN FRANCE

This specific training is designed specifically for diplomats and officials newly accredited to diplomatic missions and international organisations in France, as well as to expatriate executives wishing to acquire the practical knowledge required to accomplish their responsibilities in France successfully.

The programme, led by practitioners (diplomats, journalists, corporate executives), aims to provide in a concrete way, the basic skills and essential information about France, such as the functioning of its institutions, and the main actors in society and political and economic spheres in France, as well as those of the European Union

The course is distinguished by visits to institutions and significant and sites, as well as meetings with privileged interlocutors in Paris, in Province, and in Brussels.

This course is offered in-person and online. Its modular structure makes it possible to create a tailor-made course adapted to the specific needs and priorities of each target group. The course could also be instructed in Arabic (upon request).

ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr.)	Oct. - Dec.	50H	Wednesday & Friday 18h -20h	1 672 €
Extensive (Eng.)	Oct. - Dec.	50H	Tuesday & Thursday 18h - 20h	1 752 €
À la Carte	Designed for specific needs and interest of participant(s)			

E-LEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr.)	April - June	± 50 h	Wednesday & Friday 18h – 20h	2 090 €
Extensive (Eng.)	April – June	± 50 h	Tuesday & Thursday 18 h – 20h	2 190 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration

*The price does not cover the travel fees

OBJECTIVES

- Gain Knowledge of historical, political and philosophical references relevant to French diplomatic and political affairs ;
- Become familiarized with practical functioning of French and European institutions ;
- Understand French perspectives in key areas of international relations ;
- Acquire knowledge and insight into networks and spheres of influence in France and Europe ;
- Comprehend the functioning and dynamics in French and francophone media ;
- Develop relevant professional and institutional networks.

FEATURES

- Interactive methodology based on practice and shared experience ;
- Training conducted by skilled practitioners (diplomats and experts) ;
- Visits to institutions and significant sites ;
- Meetings with representatives of French and European political and business world

CERTIFICATION

Upon a successful completion of the course, a « Certificate of Excellence in public affairs and lobbying techniques in France and Europe », will be awarded by the Academy to each participant.



MEDIA & DIPLOMACY

FUNDAMENTAL STRATEGIES AND SKILLS

The media are neither friends nor enemies. They can be useful carrier of a message but if handled incorrectly they can also destroy the public image of an esteemed individual or a renowned organization. The unrelenting pressure of 24 hour news cycle and what the veteran presenter Nick Gowing calls "the tyranny of real time", combined with the rapid growth of internet media and social networks make more crucial the need for individuals to understand the power of the media and to learn how to handle the relationship with them in an effective way.

This intensive workshop is mainly designed for diplomats and international civil servants, politicians, executives in public and private sectors, and representatives of non-governmental organisations. It aims to provide the participants with hands-on techniques and tools needed to deal effectively with various media (Television, Radio, Written Press, and internet).

This programme, proposed in-person and online, is organised in extensive and intensive sessions, as well as tailor-made course adapted to the specific needs of each target group.

ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr)	Sept. - Oct.	10H	Tuesday : 17h30 - 20h	1 112 €
Extensive (Eng)	Sept. - Oct.	10H	Thursday: 17h30 - 20h	1 272 €
Intensive (Fr)	June - July October	25H	Wed.-Thurs.-Friday 14h00 - 18h15	2 080 €
Intensive (Eng)	June - July October	25H	Wed.-Thurs.-Friday 14h00 - 18h15	2 232 €
À la Carte	Designed for specific needs and interest of participant(s)			

ELEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr)	April	4 x ½ day	Friday	1 390 €
Extensive (Eng)	May	4 x ½ day	Friday	1 590 €
Intensive (Fr)	April / Oct.	5 days	Monday to friday 9h:30 – 12h.30 / 14h -16h	2 600 €
Intensive (Eng)	July / Nov.	5 days	Monday to friday 9h:30 – 12h.30 / 14h -16h	2 790 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration

*The price is VAT excluded and does not cover the travel and accommodation fees.

OBJECTIVES

- Understand the functioning and the power of different media ;
- Learn to establish an effective communication and media strategy ;
- Develop skills for preparing press releases, interviews (TV, radio, written media);
- Respond to difficult or complex issues ;
- Learn how to handle the body-language and stress in front the microphone and camera ;
- React and intervene in crisis situations: What to say? What to do? And how?

FEATURES

- Practical experience-based instruction ;
- Live-simulations with recorded interviews;
- Training conducted by veteran media practitioners

CERTIFICATION

Upon a successful completion of the course, a « Certificate of Excellence in Media Techniques and Diplomatic Communication » will be awarded by the Academy to each participant



INTERNATIONAL NEGOTIATION

KEY SKILLS FOR EFFECTIVE NEGOTIATION

The current international environment is characterized by numerous crises leading to consultations and negotiations with various actors in bilateral and multilateral contexts. In order to actively participate and effectively manage these negotiation processes, it is necessary for any participating actor to master the key strategies and techniques of mediation and negotiation specific to each context.

This hands-on training is designed for diplomats, international civil servants, politicians, military, as well as business executives and representatives of non-governmental organisations. The program allows participants to better understand the issues and dynamics of negotiation in bilateral and multilateral contexts, and to acquire effective techniques to prepare and drive efficiently the negotiation processes in different professional situations.

This course, available in-person and online, could also be tailored and adapted to meet the specific needs and priorities of each target group.

OBJECTIVES

- Understand the dynamics and characteristics of bilateral and multilateral negotiation;
- Master different negotiation strategies and techniques;
- Identify the required capacities and conducts in international negotiations ;
- Learn the practical ways to prepare and manage the negotiation process, and to analyse and anticipate changes;
- Know how to develop a negotiation plan and setting priorities and objectives;
- Learn to manage and cope with interactions and interdependencies ;
- Assess the issues related to intercultural dynamics in international negotiations

FEATURES

- Interactive training based on practical experience ;
- Case studies examined from practical and theoretical perspectives;
- Scenario-building and role-playing ;
- Instruction by experienced trainers, researchers, and experts in negotiation

CERTIFICATION

A « Certificate of Excellence in International Negotiation», or « Certificate of Excellence in Negotiation and Crisis Management » will be awarded by the Academy, upon successful completion of the selected course.



ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr)	June	10H	Friday: 14h30 - 17h	1 560 €
Extensive (Eng.)	October	10H	Wednesday: 14h30 - 17h	1 676 €
Intensive (Fr) **	June - July October	25H	Wed.-Thurs.-Friday 14h00 - 18h15	2 872 €
Intensive (Eng.) **	November	25H	Wed.-Thurs.-Friday 14h00 - 18h15	3 120 €
À la Carte	Designed for specific needs and interest of participant(s)			

E-LEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr)	April	4 x ½ day	Friday	1 950 €
Extensive (Eng.)	June	4 x ½ day	Friday	2 095 €
Intensive (Fr) **	July / Oct.	5 days	Monday to Friday 9h:30 – 12h.30 / 14h-17h	3 590 €
Intensive (Eng.) **	June/ Nov.	5 days	Monday to Friday 9h:30 – 12h.30 / 14h-17h	3 900 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration / *The price is VAT excluded and does not cover the travel and accommodation fees.

** An intensive session combining both modules: International Negotiation and Crisis Management

CRISIS MANAGEMENT

KEY TOOLS FOR RESPONDING TO CRISES AND EMERGENCY SITUATIONS

Today in a context marked by an increased geostrategic instability, crises and emergency situations are often unpredictable but inevitable. Facing it effectively seems challenging for any actor, called to act in an international context, and demands specific competencies and methods of management and communication of crisis, adapted to each situation.

This professional programme is particularly tailored for diplomats, international civil servants, executives from public and private sectors, representatives of non-governmental organisations, as well as any actor called to assume responsibilities in crisis and emergency situations. It aims at exposing participants to the dynamics and challenges of crisis management, and to provide them with the knowledge and key operational techniques to analyse, anticipate, intervene, communicate, and resolve crises.

The programme, available in-person and online, could also be “tailor-made” and adapted to specific needs of each target group.

ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr)	June	10H	Thursday: 14h30 - 17h	1 560 €
Extensive (Eng)	October	10H	Thursday: 14h30 - 17h	1 676 €
Intensive (Fr) **	June - July October	25H	Wed.-Thurs.-Friday 14h00 - 18h15	2 872 €
Intensive (Eng) **	November	25H	Wed.-Thurs.-Friday 14h00 - 18h15	3 120 €
À la Carte	Designed for specific needs and interest of participant(s)			

E-LEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Extensive (Fr)	May	4 x ½ day	Friday	1 950 €
Extensive (Eng)	June	4 x ½ day	Friday	2 095 €
Intensive (Fr) **	July / Oct.	5 days	Monday to Friday 9h:30 – 12h:30 / 14h-17h	3 590 €
Intensive (Eng) **	June / Oct.	5 days	Monday to Friday 9h:30 – 12h:30 / 14h-17h	3 900 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration / *The price is VAT excluded and does not cover the travel and accommodation fees.

** An intensive session combining both modules: International Negotiation and Crisis Management

OBJECTIVES

- Understand the crisis and develop capacities to analyse and manage international crises ;
- Master international mediation and negotiation techniques and strategies ;
- Learn to set up a crisis unit and to manage the specific aspects of a crisis
- Develop and implement a crisis management action plan ;
- Develop and manage an appropriate communication strategy in response to crisis situations ;
- Develop tools that can assist in anticipating and preventing a crisis

FEATURES

- Interactive training based on practical experience ;
- Scenario-building and role-playing ;
- Case studies examined from practical and theoretical perspectives ;
- Instruction by senior level experts and practitioners

CERTIFICATION

A « Certificate of Excellence in Crisis Management », or « Certificate of Excellence in Negotiation and Crisis Management » will be awarded by the Academy, upon successful completion of the selected course.



DIPLOMATIC FRENCH

French language has been a practical instrument in the organisation of international relations and with English one of the two diplomatic languages of the world system. Its clarity makes it a suitable language for drafting treaties and for international negotiation. The Mastery of French, for diplomats and international actors, and their ability to understand and communicate with ease, are both a necessity and a guarantee to maintain profitable relationships and to better defend their national interests within the international realm.

This language training, organised in collaboration with the Alliance Française, is designed for diplomats and international civil servants, as well as executives from the public and private sectors. Instruction is oriented towards the development of speaking, listening and writing skills, and confront participants with authentic situations to better understand the subtleties and nuances of French language and acquire the necessary vocabulary for communication and negotiation in diplomatic and international environment.

The training, available in-person and online, could also be tailored and personalised to meet the specific needs and priorities of the applicant or a group.

OBJECTIVES

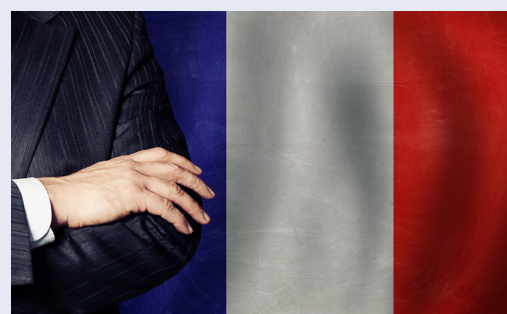
- Acquisition of terminology for diplomatic and international relations ;
- Introduction to modes of expression used in diplomatic discourse ;
- Ability in conducting formal speeches (debate, meeting, and conference) ;
- Specialized language for report writing, note taking, and official statement ;
- Exercises for the improvement of pronunciation and phonetics

FEATURES

- Practical and interactive methodology ;
- Instruction provided by teachers specialised in diplomatic French
- Curricula adapted to the needs and capacities of each group

CERTIFICATION

A «Certificate of Excellence in Diplomatic French» is awarded by the Academy, upon successful completion of the course.



ONLINE TRAINING

Programme	Period	Duration	Frequency	Cost*
Advanced seminar	Nov. - Dec.	30 h	Tuesday & Thursday 18h - 20h	1 036 €
Extensive seminar	Nov. 2021 - Feb. 2022	54 h	Wednesday & Friday 18h - 20h	1 352 €
Intensive seminar	June -July October	25 h	Wed.-Thurs.-Friday 14h00 - 18h15	1 116 €
À la Carte	Designed for specific needs and interest of participant(s)			

ELEARNING TRAINING

Programme	Period	Duration	Frequency	Cost*
Advanced seminar	April - May Nov. - Dec.	30 h	Tuesday & Thursday : 18h - 20h	1 295 €
Extensive seminar	April - June Nov. - Feb.	54 h	Tuesday & Thursday : 18h - 20h	1 690 €
Intensive seminar	July / Oct.	25 h	Monday to Friday 9h:30 - 12h.30 / 14h-17h	1 395 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration / *The price is VAT excluded and does not cover the travel and accommodation fees.

DIPLOMATIC ENGLISH

English language is today the first “lingua franca”. It is, de facto, the predominant language in political institutions and in business. The Mastery of English, for diplomats and international actors, and their ability to understand and communicate with ease is not only a necessity and a guarantee to maintain successful relationships, but also a significant asset to actively and constructively support the action of their country in the world

This language course, organised in partnership with Cambridge Training Institute, is designed mainly for non-English speakers who work in diplomatic and international circles (diplomats, international officials, representatives from NGOs and international agencies, and executives from public and private sectors). It allows them to master the subtleties and nuances of English language, and to acquire the language skills needed to function effectively in their professional activities.

The training, available in-person and online, could also be fully tailored and personalised to meet the specific needs and priorities of the applicant or a group.

ONLINE TRAINING				
Programme	Period	Duration	Frequency	Cost*
Advanced seminar	Nov. - Dec.	30 h	Tuesday & Thursday 18h - 20h	1 116 €
Extensive seminar	Nov. 2021 - Feb. 2022	54 h	Wednesday & Friday 18h - 20h	1 432 €
Intensive seminar	June - July October	25 h	Wed.-Thurs.-Friday 14h00 - 18h15	1 196 €
À la Carte	Designed for specific needs and interest of participant(s)			

ELEARNING TRAINING				
Programme	Period	Duration	Frequency	Cost*
Advanced seminar	April - May Nov. - Dec.	30 h	Wednesday & Friday : 18h - 20h	1 395 €
Extensive seminar	April - June Nov. - Feb.	54 h	Wednesday & Friday: 18h - 20h	1 790 €
Intensive seminar	July / Oct.	25 h	Monday to Friday 9h:30 - 12h.30 / 14h-17h	1 495 €
À la Carte	Designed for specific needs and interest of participant(s)			

* Plus 96 € for registration / *The price is VAT excluded and does not cover the travel and accommodation fees.

OBJECTIVES

- Acquisition of terminology for diplomatic and international relations ;
- Introduction to modes of expression used in diplomatic discourse ;
- Ability in conducting formal speeches (debate, meeting, conference);
- Specialized language for report writing, note taking, and official statement ;
- Exercises for the improvement of pronunciation and phonetics

FEATURES

- Practical and interactive methodology;
- Instruction provided by teachers specialised in diplomatic French
- Curricula adapted to the needs and capacities of each group

CERTIFICATION

A «Certificate of Excellence in Diplomatic English» is awarded by the Academy, upon successful completion of the course.



À LA CARTE TRAINING TAILOR-MADE COURSES

Training and capacity-building professional courses, based mainly on reflection and practical experience, allow participants to deepen their knowledge in diverse aspects of diplomacy and international relations, and to acquire the necessary techniques and tools to achieve their missions.



The Académie des Métiers de la Diplomatie organises tailor-made training programs at the request of governments, public and private institutions, regional and international organisations, NGOs, and corporations. The development of each training program is the subject of a specific study to meet the needs and objectives formulated by the body concerned. Content, duration, and structure vary according to the priorities and level of the participant(s).

The AMD plans also study tours and visits to significant sites and international institutions as well as meetings with key interlocutors (diplomats, officials and experts), in order to facilitate the sharing of experience and expertise and help participant(s) develop institutional and professional networks.

THE ADM SPECIALISES IN :

- ▶ Designing “à la carte” training tailored to diverse aspects of diplomacy and international affairs ;
- ▶ Adapting the content of its programmes in response to specific needs of target audiences ;
- ▶ Organising in-person and online training courses
- ▶ Handling the logistics and coordination: accommodation, visits, travel, cultural activities ;
- ▶ Organising training courses in French, English and Arabic ;
- ▶ Deliver training courses both on and offsite in France and overseas

For further information

please contact the Académie des Métiers de la Diplomatie
66, avenue des champs Elysées Bat.A - 75008 Paris

☎ : +33 (0)1 83 62 77 03

✉ : secretariat@academiemetiersdediplomatie.org

DIPLOMATIC AND LANGUAGE TRAINING

CONDITIONS FOR REGISTRATION

Registration for training course at the AMD is subject to the following conditions:

PREREQUISITES

- ▶ Advanced degree equivalents to a bachelor's degree or higher, or
- ▶ Three years professional experience in international relations ;
- ▶ Proficiency in French and/or English

APPLICATION REQUIREMENTS

Protocol & Diplomatic Practice

- ▶ Completed application form ;
- ▶ Letter of motivation .

Diplomacy & International Relations as a Profession

- ▶ Completed application form ;
- ▶ Letter of motivation ;
- ▶ Interview by the AMD' selection committee

Media & Diplomacy / International Negotiation / Crisis Management

- ▶ Completed application form ;
- ▶ Letter of motivation ;
- ▶ No pre-requisite in terms of knowledge or professional experience in the target area

Preposting seminar (for diplomats newly accredited in France)

- ▶ Completed application form ;
- ▶ Letter outlining relevant professional background.

Language Training

- ▶ For Diplomatic French and Diplomatic English, applicants must take a language test that will determine their level of competency and knowledge in the target language.

For further information or registration, please contact the Academy

☎ : +33 (0)1 83 62 77 03

✉ : secretariat@academietiersdediplomatie.org

website: www.academietiersdediplomatie.org

PRE-REGISTRATION / INFORMATION

PERSONAL DATA

Name : ☐ Miss ☐ Mrs. ☐ Mr.
Surname: Nationality :
Status: ☐ Diplomat ☐ Public Servant ☐ Other :
Profession : Institution:
Address:
.....
Tel. : Cell-Phone:
Email:

I would like to :

☐ Register to ☐ Have more information on the following course(s) :

DIPLOMATIC TRAINING

- ☐ Diplomacy as Profession
- ☐ Protocol & Diplomatic Practice
- ☐ Pre-posting Seminar
- ☐ Media & Diplomacy Seminar
- ☐ International Negotiation
- ☐ Crisis Management
- ☐ à la Carte Training

LANGUAGE TRAINING

- ☐ Diplomatic French
- ☐ Diplomatic English



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75008 PARIS