

## **BACKGROUND**

The Nigerian agricultural sector suffered a major setback because of the oil boom of the 1970s. One of the major steps taken by the government to put agriculture back on track was the establishment of Agricultural Development Projects (ADPs) across the nation. The need to develop human resources to manage these ADPs and other agricultural institutions led to the establishment of the Agricultural and Rural Management Training Institute (ARMTI) as a parastatal of the then Federal Ministry of Agriculture and Natural Resources (FMANR) in 1980.

## **GOVERNANCE**

The Institute is headed by an Executive Director who reports through a Board of Governors to the Federal Ministry of Agriculture and Rural Development. Membership of the Board is made up of:

- Three Federal Government nominees from the private and public sectors.
- A representative of the Kwara State Polytechnic.
- The Federal Director of Agriculture.
- A representative of the National Universities. Commission.
- Executive Director / Chief Executive of ARMTI.

## **OUR VISION**

Our vision is to be a world-class Management Development Institute, facilitating the development and application of best management practices for the Agricultural and Rural Sector.

## **OUR MISSION**

Our mission is to identify and analyze management problems/needs and develop appropriate interventions to improve managerial practices in the Agricultural and Rural Sector.

## **OUR VALUE STATEMENT**

ARMTI is committed to excellence in service delivery, with highly trained staff, imbuing a culture of prompt response to clients' needs, while upholding the highest standards of integrity.

## **OUR OBJECTIVES**

- ARMTI's services, which are primarily directed at the agricultural and rural sector, are to:
- Provide management training;
- Provide consultancy and advisory services;
- Conduct applied management research, special and diagnostic studies;
- Disseminate management information; and
- Contribute to policy development, which would enhance better management of the agricultural and rural sector in Nigeria.

## **TRAINING SCOPE**

ARMTI's training programme covers the following major areas:

- Planning and management of agricultural and rural development;
- Human resource development and general management;
- Agricultural finance and rural credit management;
- Entrepreneurship and small/medium enterprise development and management;
- Management information system and data processing;
- Gender issues and youth development;
- Agricultural research management;
- Rural infrastructure and institutions development management; and
- Extension management.

Besides regular training courses, ARMTI also organizes workshops, seminars and conferences on topical issues relating to agricultural and rural development policy and management. For many years, ARMTI has been organizing international courses and is reputed as a Centre of Excellence in management training in Africa.

## **APPROACH**

**Practical:** ARMTI courses are designed to provide practical assistance to all grades of managers serving in the agricultural and rural sector in the three tiers of government viz: local, state and federal.

**Participatory:** The training methods emphasize shared learning experiences, case studies, role-plays, and syndicate discussions to ensure that course subject matter is applied to real-life situations. ARMTI also runs special management clinics and laboratories for improving human interaction. Our training approach is enriched by modern training technology, such as multimedia equipment and resourceful study tours.

**Responsive:** ARMTI courses have been developed to meet the training needs identified in a systematic survey of client organizations, and are regularly revised in the light of changing demands.

**Follow-up:** A follow-up system has been adopted to help participants apply what they have learnt in the classroom to their job situations. For instance, participants may be asked to carry out practical projects or assignments, which will then be reviewed by ARMTI faculty. In other cases, client organizations may be visited after training, to give further coaching and assistance to participants and to update information already provided.

## **IN-HOUSE COURSES**

These are job-specific and performance-based special training packages designed to respond to the unique requirements of individual organizations. These specialized packages are more economical and rewarding because they enable organizations to train more people on their sites at a minimum cost.

## **CONSULTANCY SERVICES**

ARMTI also provides consultancy services to both public and private sector organizations engaged in the task of agricultural and rural development. Such consultancy advice is based on an in-depth diagnostic study of the client organization, which is followed by assistance from ARMTI for implementing appropriate management intervention to increase the efficiency and effectiveness of the client organization. In the past years, ARMTI has provided consultancy services to the Agricultural Development Projects (ADPs), Forestry Research Institute of Nigeria (FRIN), Nigerian Agip Oil Company's Green River Project, United Nations Development Programme, International Labour Organization, Food and Agriculture Organization of the United Nations sponsored projects, Shell Petroleum Development Company (SPDC), Elf Petroleum (Nigeria) Limited, Delta State Ministry of Agriculture and Natural Resources, Justice Development and Peace Commission (JDPC), of the Archdiocese of Ibadan, etc.

## **INFORMATION SERVICES**

Training, Workshops, Seminars, Annual Public Lectures, along with publications resulting from research, consultancy and advisory services, afford ARMTI the opportunity to reach a broader audience and constitute an essential multiplier of ARMTI's impact.

## **TRAINING ASSOCIATES**

Even though ARMTI's faculty is equipped with diversified top-notch talents in management training, the need for special skills cannot be overemphasized. In our continuous efforts to meet our customers' needs, select crops of experts are invited from time to time to inject complementary experiences and practical insights into our training and research activities. Such experts are drawn from the universities, the private sector, the ADP's and most especially from the pool of highly experienced retired managers across the nation. Besides its being cost-effective, the exchange of ideas between our faculty and these associates generates a balanced and unique approach needed for improved management education.

## **CLIENTS**

ARMTI serves the nation-wide Agricultural Development Projects (ADP), the River Basin Development Authorities (RBDAs), Non-Governmental Organizations (NGOs), Community-Based Organizations (CBOs), Federal Ministry of Agriculture and Water Resources, State Ministries of Agriculture and Natural Resources (MANR), National Agricultural Research Institutes, Forestry and

Livestock sub-sectors, Agricultural-business Organizations, Private Corporations, NDDC, Oil and Gas Companies, etc.

### **COLLABORATION WITH INTERNATIONAL ORGANISATIONS**

In addition to functional relationships with national organizations, ARMTI has successfully developed collaborative arrangements with international agencies, such as: The Commonwealth Secretariat (COMSEC) in London, the World Bank Institute, Centre for Integrated Rural Development for Asia and the Pacific (CIRDAP); Eastern and Southern Africa Management Institute (ESAMI) in Arusha, Tanzania; Centre for Integrated Rural Development in Africa (CIRDAFRIC); International Labour Organization (ILO); Food and Agriculture Organization (FAO); West African Management Development Institutes Network (WAMDEVIN); and the National Academy for Agricultural Research Management (NAARM) India. The Afro-Asian Rural Development Organisation (AARDO) and Arab Bank for Economic Development in Africa (BADEA), Khartoum, Sudan.

### **INTERNATIONAL PROGRAMMES**

ARMTI is recognised by international agencies as an appropriate centre to organise national courses funded by them and as an international training centre of excellence in Africa. We have already organised international courses on Agricultural Project Planning and Management and Rural Credit Management Programmes financed by the COMSEC, and an Agricultural Research Management Programme for Research Scientists sponsored by IITA/ICRISAT/WARDA. The World Bank Institute has endorsed ARMTI as a centre of excellence, which serves as the regional base for the Agricultural Management Training for Africa (AMTA). The Institute served as the prime mover of the Research-Extension-Farmers-Input-Linkage System (REFILS), which is being adopted all over Africa. It has also been identified by AARDO as a centre of excellence for its programmes.

### **ADMISSION**

Admission to ARMTI courses can be made by nomination through ARMTI's website, e-mail address as well as applications forwarded to:

The Course Registrar,  
ARMTI,  
Km. 18, Ilorin - Ajase-Ipo Highway,  
P.M.B 1343

Ilorin, Kwara State, Nigeria.

Telephone: 07063086085,08064054462,07039017161

Website: [www.armti.gov.ng](http://www.armti.gov.ng)

Email: [info@armti.gov.ng](mailto:info@armti.gov.ng); [registrar@armti.gov.ng](mailto:registrar@armti.gov.ng)

## **ADMINISTRATIVE INFORMATION**

### **COURSE**

#### **Mode of Payment**

Please be informed that ARMTI has complied with the FGN directive on CBN-designated Treasury Single Account (TSA) for all revenue payments through the REMITA PLATFORM.

#### **Payment Instructions:**

1. Go to [www.remita.net](http://www.remita.net)
2. Click on payment to the Federal Government Agency
3. Name of MDA: Type Agricultural. The full name of the Agricultural and Rural Management Training Institute will pull out. Select it and move to the next field.
4. Name of service/purpose: e.g. course fee and others will be displayed. Select as appropriate
5. Type your FULL NAME
6. Type the amount to pay.
7. Type your full Address and other details
8. Click proceeds.

It will bring you to the page containing the Remita Retrieval Reference (RRR) number generated through the process, and you can take it to any Commercial Bank for payment or use an ATM card.

The copy of your generated RRR and the Bank Teller will be an acknowledgement of your payment to us

Cost recovery charges for in-house courses will be worked out on an individual basis, and this may be different from the cost of the regular on-campus courses.

Workshops and Seminars will attract appropriate fees.

#### **Nomination**

All nominations to a course should reach the Course Registrar not later than three weeks before the commencement of the course. This will enable the Institute to confirm the status of the nomination and the course.

Nominations can be made through our nomination forms and online. Where neither is available, clients can send their requests with adequate information on the nominee(s).

#### **Registration**

Registration for courses takes place on Mondays at 8.30 a.m. Stationery will be supplied during registration, while other course materials will be made available to participants in the class. Registration can also be done online.

## **Lateness**

Regular ARMTI programmes start on Mondays. Participants should register not later than Tuesday of the first week for courses lasting more than one week, but registration closes on Monday for a one-week course.

## **Accommodation**

ARMTI courses are fully residential, as excellent and well-designed accommodation is available on the ARMTI campus to cater for the needs of our participants. Interested participants are expected to pay Ten thousand Naira (10,000) only for accommodation per night with their course fee. There are three hostel categories, namely:

1. Single room with air conditioner, fan and refrigerator (Hostels A and B) - 36 rooms available
2. Double occupancy room with a fan (Hostels C and D) - 48 rooms available
3. Mini Suite (Executive Hostel) - 10 rooms available with air-conditioners, fan and refrigerator.

All the rooms are connected to a satellite TV transmission.

## **Restaurants**

In addition to the general cafeteria for regular meals, bookings can be made for the use of the two executive restaurants, each with a seating capacity of 40, while provision exists for large-scale banquets and receptions. All ranges of catering services are provided.

## **Sports & Recreation**

ARMTI has a mini gym and a sports complex with facilities for the following outdoor games: Lawn tennis, badminton, volleyball, football and basketball. Indoor games in the recreation centre include table tennis, draughts, darts, scrabble, ludo and whot cards. There is also a video/viewing room. Participants are therefore encouraged to utilise those facilities fully.

## **Secretarial Services**

The following services at negotiable prices are available on request by clients:

- Administrative support services for Conferences, Seminars, Workshops, etc.
- **Reprographic Services:**
  - i. Typing
  - ii. Photocopy
- **Stationery items**
- **Audio-visual Aids**
  - i. Video recording
  - ii. Photography
  - iii. Audio recording
  - iv. Other training support aids

## **RESOURCE PERSONS**

Course delivery (to be negotiated)	
Module delivery	"
Rapporteur	"
Tour Guides	"

Where rates have not been indicated, prices are negotiable. Notwithstanding, ARMTI reserves the right to change the rate of any of its services and facilities without prior notice to its clients.

### **PUBLIC RELATIONS**

Arrangements could be made for general events management and coordination, press coverage, opening and closing ceremonies, as well as news and feature articles in print and electronic media at reasonable charges.

There will be an overall service charge of 10% for the utilization of ARMTI's facilities.

### **PUBLICATIONS**

The majority of ARMTI's activities are published in the form of books, booklets, and magazines. The Institute also publishes The Nigerian Journal of Agricultural and Rural Management (NJARM), which is jointly owned and published biannually by ARMTI and the Department of Agricultural Economics and Farm Management, University of Ilorin. Please make your enquiries through the Publications Division.

### **LIBRARY**

The library is well-stocked with relevant books and journals. The opening hours are from 8 a.m. to 4.00 p.m. from Monday to Friday, which can be extended as the need arises.

### **CLINIC**

Experienced personnel in the Institute's clinic deliver health care services. Consultation services are provided at reduced rates for resident participants. For serious ailments, participants will be referred to the University of Ilorin Teaching Hospital or to the Civil Service Hospital.

### **MINI-MARKET**

A well-stocked mini-market operates on campus to cater for the immediate needs of participants and staff.

### **FACILITIES**

The following facilities are available for Conferences, Workshops, Seminars, as well as Corporate Retreats and Annual General Meetings:

Ilorin

- ◆ Conference Hall (seating capacity 300, 1 in number)
- ◆ Lecture Hall (seating capacity 50, 1 in number)
- ◆ Lecture Rooms (seating capacity 50, 4 in number)
- ◆ Seminar Room (seating capacity 60, 1 in number)
- ◆ Syndicate Rooms (seating capacity 30, 4 in number) Abuja
- ◆ Conference Hall (250 Seating capacity)
- ◆ Lecture Rooms
- ◆ Hostels - 57 Standard Rooms

Prices are very reasonable and negotiable.

### **AUDIO-VISUAL SERVICES**

A team of experienced staff is available to provide audio-visual services for seminars and conferences. Such services include audio and video recording, editing, reprographics, printing, graphic design, lamination of documents, black and white/colour photographs, etc.

## **INTERNET FACILITIES**

The Institute operates internet services via V-SAT facilities. All enquiries, bookings and requests should be directed to:

The Executive Director,

ARMTI,

Km. 18, Ilorin - Ajase-Ipo Highway,

P.M.B. 1343,

Ilorin, Kwara State, Nigeria.

Telephone: 07063086085, 08064054462, 07039017161

Website: [www.armti.gov.ng](http://www.armti.gov.ng)

Email: [info@armti.gov.ng](mailto:info@armti.gov.ng), [registrar@armti.gov.ng](mailto:registrar@armti.gov.ng)



## **REGIONAL TRAINING CENTRES / LIAISON OFFICES**

### **NORTH - CENTRAL (FCT)**

41, David Eyor Crescent, Adisa

Housing Estate,

Apo-Gudu District, Abuja.

E-mail: [arntiliaisonofficer@yahoo.com](mailto:arntiliaisonofficer@yahoo.com)

Telephone: 07063086085, 07039017161, 08064054462

### **SOUTH- SOUTH (AHOADA, RIVER STATE)**

40, Omoku Road,

Ahoda, Rivers State.

Nigeria.

E-mail: [arntiliaisonofficer@yahoo.com](mailto:arntiliaisonofficer@yahoo.com)

Telephone: 08069036602

### **SOUTH – EAST (AMAEGBU OHAFIA, ABIA)**

Goda House,

Amaegbu Ohafia,

Abia State.

Nigeria.

E-mail: [arntiliaisonofficer@yahoo.com](mailto:arntiliaisonofficer@yahoo.com)

Telephone: 07063086085

### **NORTH-EAST (BAUCHI, BAUCHI STATE)**

BSADP Headquarters, Adjacent Ruwassa,

Gigan Gona, Dass Road,

Bauchi, Bauchi State.

Email: [arntiliaisonofficer@yahoo.com](mailto:arntiliaisonofficer@yahoo.com)

Telephone - 08060110700

### **NORTH-WEST (KADUNA, KADUNA STATE)**

9, Yakubu Gowon Way, Kaduna,

Nigeria.

Email: [arntiliaisonofficer@yahoo.com](mailto:arntiliaisonofficer@yahoo.com)

Telephone - 08039644756

**SOUTH - WEST (IBADAN, OYO STATE)**

Produce Building,

Besides FRSC Office,

Onireke, Ibadan, Oyo State.

Nigeria.

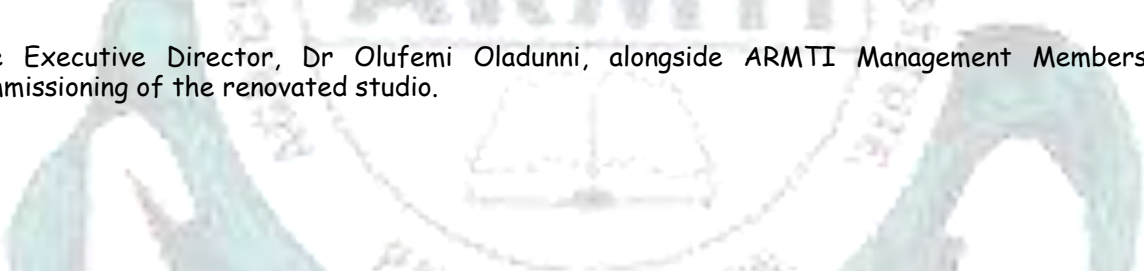
Email: [armtiliaisonofficer@yahoo.com](mailto:armtiliaisonofficer@yahoo.com)

Telephone: 07065868507





The Executive Director, Dr Olufemi Oladunni, alongside ARMTI Management Members, during the commissioning of the renovated studio.



The Executive Director, Dr Olufemi Oladunni, cutting the tape of the renovated ARMTI Studio.



Senior Officers on training at the Nigerian Army Education Corps (NAEC) being addressed by the Executive Director/CEO Dr Olufemi Oladunni during their courtesy visit to the Institute.

**FIVE-DAY PROGRAMME  
YEAR 2026 LOCAL TRAINING PROGRAMME**

<b>CODE</b>	<b>COURSE TITLE</b>	<b>VENUE</b>	<b>DATE</b>	<b>FEE (₦)</b>	<b>PAGE</b>
ARM 213	Farm Business Planning and Management	Ilorin	April 13 – 17	200,000.00	22
ARM 312	Agricultural Business and Financial Analysis for Sustainable Entrepreneurial Dev. (1 <sup>st</sup> Run)	Ilorin	April 13 – 17	180,000.00	22 - 23
ARM 255	Management of Agricultural Commodity Value Chain for Agribusiness (1 <sup>st</sup> Run)	Ilorin	April 13 – 17	200,000.00	24
ARM 219	Report and Memo Writing (1 <sup>st</sup> Run)	Ilorin	April 13 – 17	180,000.00	24
ARM 412	Workshop on Participatory Gender Audit (PGA) (1 <sup>st</sup> Run)	Ilorin	April 20 – 24	205,000.00	25
ARM 105	Computer-Based Office Managed skills Dev. Programme Assistants & Secretaries (1 <sup>st</sup> Run)	Ilorin	April 20 – 24	205,000.00	25 - 26
ARM 316	Effective Livestock Extension Methods	Ilorin	April 20 – 24	180,000.00	26 - 27
ARM 102	Effective Management of Community-Based Infrastructure for Achieving Sustainable Development Goals	Ilorin	April 20 – 24	180,000.00	27
ARM 353	Training Workshop on Agricultural Waste Management for Sustainable Development (1 <sup>st</sup> Run)	Ilorin	April 20 – 24	200,000.00	28
ARM 109	Basic Finance and Accounting Skills for personnel in Private and public sector	Ilorin	May 4 – 8	180,000.00	28 - 29
ARM 314	Management of Extension and Advisor Services	Ilorin	May 4 – 8	180,000.00	29 - 30
ARM 270	Commercial poultry Production and Management	Ilorin	May 4 – 8	200,000.00	30

ARM 223	Monitoring and Evaluation in Project Management (1 <sup>st</sup> Run)	Ilorin	May 4 – 8	200,000.00	31
ARM 254	Management of Cooperative Society for Sustainable Dev. (1 <sup>st</sup> Run)	Ilorin	May 11 – 15	180,000.00	31 - 32
ARM 259	Training of Trainers (TOT) for Facilitators of Value Chain Devt. (1 <sup>st</sup> Run)	Ilorin	May 11 – 15	200,000.00	32 - 33
ARM 252	Mainstreaming Gender and the Vulnerable Groups into Devt, Programmes	Ilorin	May 11 – 15	180,000.00	33 - 34
ARM 323	Digital Marketing in Agribusiness	Ilorin	May 11 – 15	205,000.00	34 - 35
ARM 251	Computer Applications for Project Management (1 <sup>st</sup> Run)	Ilorin	May 18 – 22	200,000.00	35
ARM 326	Sustainable Finance for Climate Smart Agriculture (CSA) (1 <sup>st</sup> Run)	Ilorin	May 18 – 22	200,000.00	35 - 36
ARM 355	Training Workshop on Fodder Production for Sustainable Livestock Devt	Ilorin	May 18 – 22	180,000.00	36
ARM 281	Basic Contract Farming Principle Training for Sustainable Agribusiness (1 <sup>st</sup> Run)	Ilorin	May 18 – 22	200,000.00	37 - 38
ARM 271	Training Course on Cattle, Sheep and Goat Fattening Enterprises	Ilorin	May 18 – 22	200,000.00	39
ARM 335	Loan Recovery Mgt. for Agric. And Rural Credit Managers (1 <sup>st</sup> Run)	Ilorin	June 1 – 5	180,000.00	39 - 40
ARM 422	Participatory Mgt. of Agricultural & Rural Development Programmes	Ilorin	June 1 – 5	180,000.00	40

ARM 406	Training Workshop on Export of Agricultural Products	Ilorin	June 1 – 5	200,000.00	40 - 41
ARM 227	Agripreneurship Devt. & Mgt. Skills for Youth	Ilorin	June 1 – 5	180,000.00	41 - 42
ARM 253	Training Workshop on Sustainable Mgt. of Agribusiness (1 <sup>st</sup> Run)	Ilorin	June 15 – 19	180,000.00	42
ARM 237	Mgt. of Public Relations in the Agric. & Rural Sector (1 <sup>st</sup> Run)	Ilorin	June 15 – 19	180,000.00	43
ARM 268	ICT for Effective Information Sharing and Communication in Rural Management (1 <sup>st</sup> Run)	Ilorin	June 15 – 19	205,000.00	43 - 44
ARM 348	Advanced Training on Inclusive Contract Farming for Sustainable Agribusiness Devt. (1 <sup>st</sup> Run)	Ilorin	June 15 – 19	200,000.00	44 - 45
ARM 214	Strategies for Conflict Mgt. in Rural Communities (1 <sup>st</sup> Run)	Ilorin	June 22 – 26	180,000.00	45 - 46
ARM 308	Gender Development & Empowerment	Ilorin	June 22 – 26	180,000.00	46
ARM 201	Training workshop on Rural Enterprise Devt. & Mgt.	Ilorin	June 22 – 26	180,000.00	47
ARM 349	Financial Mgt. for Heads of Account Departments & Units	Ilorin	June 22 – 26	200,000.00	47 - 48
ARM 402	Management Skills Devt. for Women in Leadership Positions	Abuja	June 29 – July 3	180,000.00	48 - 49
ARM 273	Training Workshop on Farmers Business School (FBS)	Ilorin	June 29 – July 3	200,000.00	49
ARM 408	Training Workshop on Managing Effect of Climate Change in Agriculture & Rural Devt. (1 <sup>st</sup> Run)	Ilorin	June 29 – July 3	200,000.00	50
ARM 282	Training Workshop on Sustainable Fish Farming	Ilorin	June 29 – July 3	180,000.00	50 - 51

ARM 206	Training Needs Analysis & Training Programme Design	Ilorin	June 29 –July3	180,000.00	51 - 52
ARM 327	Web Design and Content Structure for Agribusiness Promotion (1 <sup>st</sup> Run)	Ilorin	June 29 –July3	205,000.00	52 - 53
ARM 244	Feasibility Study and Proposal Writing in Agribusiness Mgt.	Ilorin	July 6 – 10	200,000.00	53
ARM 313	Small & Medium Enterprises Creation for Employment Generation	Ilorin	July 6 – 10	180,000.00	54
ARM 202	Training on Multi-Media Production & Digital Technology for Content Development	Ilorin	July 6 – 10	205,000.00	54 - 55
ARM 108	Effective Records & Information Management (1 <sup>st</sup> Run)	Ilorin	July 6 – 10	205,000.00	55 - 56
ARM 426	ICT Applications in Human Resource Management	Ilorin	July 13 – 17	205,000.00	56
ARM 258	Application of Statistical Tools for Research in Agriculture and Rural Development	Ilorin	July 13 – 17	205,000.00	57
ARM 274	Training on Utilization of Indigenous Knowledge for Agricultural and Rural Development Sector	Ilorin	July 13 – 17	200,000.00	57 - 58
ARM 219	Report and Memo Writing (2 <sup>nd</sup> Run)	Ibadan	July 13 – 17	180,000.00	58 - 59
ARM 248	Effective Internal Auditing for ARD Sector and Financial Institutions	Ilorin	July 13 – 17	200,000.00	59
ARM 249	Risk Analysis and Management in Agribusiness (1 <sup>st</sup> Run)	Ilorin	July 13 – 17	200,000.00	59 - 60
ARM 281	Basic Contract Farming Principle Training for Sustainable Agribusiness (2 <sup>nd</sup> Run)	Abuja	July 20 – 24	200,000.00	60 - 61

ARM 229	Stress Management in Agriculture and Rural Development	Ilorin	July 20 – 24	180,000.00	61 - 62
ARM 350	Participatory Mgt. of Community Development Groups/Community-Based Organisations in ARD Projects	Ilorin	July 20 – 24	180,000.00	62 - 63
ARM 315	Workshop on Agro-Based Enterprise Promotion & Devt.	Ilorin	July 20 – 24	200,000.00	63 - 64
ARM 241	Participatory Methodologies in Agricultural Extension Mgt.	Ilorin	July 27–31	180,000.00	64
ARM 322	Training Workshop on Post Harvest Mgt. of Agric. Produce (1 <sup>st</sup> Run)	Kaduna	July 27–31	200,000.00	65
ARM 246	Application of Information and Communication Technology (ICT) for Agric.& Rural Devt. Programmes (1 <sup>st</sup> Run)	Ilorin	July 27–31	205,000.00	65 - 66
ARM 334	Effective Mgt. of Micro-Credit and Finance Schemes	Ilorin	Aug.3 – 7	180,000.00	66
ARM 269	Mgt. Skills Dev. Prog for Business Advisors on Small and Medium Scale Enterprises (1 <sup>st</sup> Run)	Ilorin	Aug 3 – 7	180,000.00	67
ARM 352	Extension Management for Fisheries Dev.	Ilorin	Aug. 3 – 7	180,000.00	67 - 68
ARM 216	Organisation & Mgt. of Rural Co-op. for Poverty Alleviation Programmes	Ilorin	Aug.3 – 7	180,000.00	68 - 69
ARM 255	Management of Agricultural Commodity Value Chain for Agribusiness (2 <sup>nd</sup> Run)	Ilorin	Aug. 10 – 14	200,000.00	69 - 70
ARM 205	Agricultural Value Chain Financing for Managers in the ARD Sector & Financial Institutions	Ilorin	Aug. 10 – 14	200,000.00	70

ARM 211	Agricultural Business Planning and Implementation Management	Ilorin	Aug. 10 – 14	200,000.00	71
ARM 108	Effective Records and Information Mgt. (2 <sup>nd</sup> Run)	Kaduna	Aug. 10 – 14	205,000.00	71 - 72
ARM 302	Management Skills Dev. For Youth Leaders	Ilorin	Aug. 10 – 14	180,000.00	72
ARM 105	Computer–Based Office Management Skills Dev. Programme for Personal Assistants & Secretaries (2 <sup>nd</sup> Run)	Ilorin	Aug. 17 – 21	205,000.00	73
ARM 237	Mgt. of Public Relations in the Agric. & Rural Sector (2 <sup>nd</sup> Run)	Ilorin	Aug. 17 – 21	180,000.00	73 - 74
ARM 259	Training of Trainers (TOT) for Facilitators of Value Chain Devt. (2 <sup>nd</sup> Run)	Ilorin	Aug. 17 – 21	200,000.00	74 - 75
ARM 272	Training on Cooperative Business School (1 <sup>st</sup> Run)	Ilorin	Aug. 17 – 21	180,000.00	75
ARM 326	Sustainable Finance for Climate Smart Agriculture (CSA) (2 <sup>nd</sup> Run)	Abuja	Aug.31 –Sept.4	200,000.00	76
ARM 428	Training on Carbon Sequestrations and Carbon Offsetting Opportunities in Agriculture and Rural Development (ARD)	Ilorin	Aug. 31 – Sept.4	200,000.00	76 - 77
ARM 421	Workshop on Environmental & Socio-Economic Issues in Agriculture/Agro-Industrial & Rural Development	Ilorin	Aug. 31 –Sept.4	200,000.00	78
ARM 320	Agricultural Policy Analysis	Ilorin	Aug. 31 –Sept.4	200,000.00	78 - 79
ARM 256	Training Workshop on Agribusiness Devt. and Customer Service Mgt.	Ilorin	Aug. 31 –Sept.4	200,000.00	79
ARM 242	Management Grassroots Development	Ilorin	Aug. 31 –Sept.4	180,000.00	80

ARM 354	Training workshop on Soilless Farming (1 <sup>st</sup> Run)	Ilorin	Sept. 7 – 11	200,000.00	80 - 81
ARM 235	Agricultural Credit Analysis and Risk Management	Ilorin	Sept. 7 – 11	180,000.00	81
ARM 220	Training Workshop on Agric. Produce Marketing Extension	Ilorin	Sept. 7 – 11	200,000.00	82
ARM 219	Report and Memo Writing (3 <sup>rd</sup> Run)	Abuja	Sept. 7 – 11	180,000.00	82 - 83
ARM 232	Training Presentation Methods and Evaluation Skills	Ilorin	Sept. 14 – 18	180,000.00	83
ARM 348	Advanced Training on Inclusive Contract Farming for Sustainable Agribusiness Devt. (2 <sup>nd</sup> Run)	Abuja	Sept. 14 – 18	200,000.00	84
ARM 410	Training Workshop on Solar Powered Irrigation System	Ilorin	Sept. 14 – 18	200,000.00	85
ARM 212	Training Workshop on Management Skills Acquisition for Self-Employment	Ilorin	Sept. 14 – 18	180,000.00	86
ARM 429	Training Workshop on Sustainable Apiculture Development	Ilorin	Sept. 21 – 25	200,000.00	86 - 87
ARM 356	Training Workshop on Integrated Organic Farming for Agriprenuership Devt.	Ilorin	Sept. 21 – 25	200,000.00	87 - 88
ARM 106	Effective Stores Management	Ilorin	Sept. 21 – 25	180,000.00	88
ARM 427	Training Workshop on Urban Agriculture for Sustainable Food Security	Ilorin	Oct. 5 – 9	200,000.00	88 - 89
ARM 344	Workshop on Community- Driven Dev. Approach in Agric. & Rural Dev.	Ilorin	Oct. 5 – 9	180,000.00	89 - 90

ARM 351	Agro-forestry Extension Mgt. for Sustainable Agric. Production	Ilorin	Oct. 12 – 16	180,000.00	90
ARM 343	Mgt.Skills Devt. for Facilitators of ARD Programmes (1 <sup>st</sup> Run)	Ilorin	Oct. 19 – 23	180,000.00	91

**THREE-DAY PROGRAMME  
YEAR 2026 LOCAL TRAINING PROGRAMME**

<b>CODE</b>	<b>COURSE TITLE</b>	<b>VENUE</b>	<b>DATE</b>	<b>FEES(₦)</b>	<b>PAGE</b>
ARM 223	Monitoring and Evaluation in Project Management (2 <sup>nd</sup> Run)	Ahoada	June 9 -11	185,000.00	91 - 92
ARM 249	Risk Analysis & Mgt. in Agribusiness (2 <sup>nd</sup> Run)	Ahoada	July 21 -23	185,000.00	92 - 93
ARM 412	Workshop on Participatory Gender Audit (PGA) (2 <sup>ND</sup> Run)	Ilorin	July 21 -23	190,000.00	93
ARM 327	Web Design and Content Structure for Agribusiness Promotion (2 <sup>nd</sup> Run)	Ilorin	July 21 -23	190,000.00	94
ARM 214	Strategies for Conflict Mgt. in Rural Communities (2 <sup>nd</sup> Run)	Ahoada	July 28 -30	165,000.00	94 - 95
ARM 223	Monitoring and Evaluation in Project Mgt. (3 <sup>rd</sup> Run)	Abuja	Aug. 4 -6	185,000.00	95
ARM 108	Effective Records and Information Mgt. (3 <sup>rd</sup> Run)	Bauchi	Aug. 18 -20	190,000.00	96
ARM 214	Strategies for Conflict Mgt. in Rural Communities (3 <sup>rd</sup> Run)	Abuja	Aug. 18 -20	165,000.00	97

ARM 251	Computer Applications for Project Management (2 <sup>nd</sup> Run)	Ilorin	Sept. 1 – 3	185,000.00	97 - 98
ARM 312	Agricultural Business and Financial Analysis for Sustainable Entrepreneurial Dev. (2 <sup>nd</sup> Run)	Ilorin	Sept. 8 – 10	165,000.00	98
ARM 273	Training Workshop on Farmers Business School (FBS) (2 <sup>nd</sup> Run)	Bauchi	Oct. 6 – 8	185,000.00	99
ARM 108	Effective Records and Information Mgt. (4 <sup>th</sup> Run)	Abuja	Oct. 6 – 8	190,000.00	100
ARM 412	Workshop on Participatory Gender Audit (3 <sup>rd</sup> Run)	Abuja	Oct. 13 – 15	190,000.00	100 - 101
ARM 335	Loan Recovery Mgt. for Agric. and Rural Credit Manager (2 <sup>nd</sup> Run)	Ahoada	Oct. 13 – 15	165,000.00	101
ARM 354	Training Workshop on Soilless Farming (2 <sup>nd</sup> Run)	Ibadan	Oct. 13 – 15	185,000.00	102
ARM 246	Application of Information and Communication Technology (ICT) for Agric. and Rural Dev. Programmes (2 <sup>nd</sup> Run)	Ilorin	Oct. 20 – 22	190,000.00	102 - 103
ARM 263	Workshop on Climate Smart Agric. (CSA) for Agripreneurs	Ilorin	Oct.20 – 22	165,000.00	103
ARM 408	Training Workshop on Managing the Effect of Climate Change in Agriculture and Rural Dev. (2 <sup>nd</sup> Run)	Ilorin	Oct. 20 – 22	185,000.00	104
ARM 272	Training on Cooperative Business School (CBS) (2 <sup>nd</sup> Run)	Abuja	Oct.20 – 22	185,000.00	104 - 105
ARM 219	Report and Memo Writing (4 <sup>th</sup> Run)	Kaduna	Oct. 27 - 29	165,000.00	105
ARM 249	Risk Analysis & Management in Agribusiness (3 <sup>rd</sup> Run)	Abuja	Oct. 27 - 29	185,000.00	106

ARM 268	ICT for Effective Information Sharing and Comm. In Rural Mgt. (2 <sup>nd</sup> Run)	Abuja	Nov. 3 – 5	190,000.00	107
ARM 322	Training Workshop on Post Harvest Mgt. of Agric Produce (2 <sup>nd</sup> Run)	Ahoada	Nov. 3 – 5	165,000.00	107 - 108
ARM 254	Mgt. Cooperative Society for Sustainable Dev. (2 <sup>nd</sup> Run)	Ahoada	Nov.3 – 5	165,000.00	108
ARM 253	Training Workshop on Sustainable Mgt. of Agribusiness (2 <sup>nd</sup> Run)	Ilorin	Nov. 10 – 12	165,000.00	109
ARM 335	Loan Recovery Mgt. for Agric. and Rural Credit Manager (3 <sup>rd</sup> Run)	Abuja	Nov. 10 – 12	165,000.00	109 - 110
ARM 353	Training Workshop on Agricultural Waste Management for Sustainable Development	Bauchi	Nov. 10 – 12	185,000.00	110 - 111

**ON THE MARBLE**

Thank you so much for having us. We look forward to a collaborative relationship.

**Hon. Nafisat Buge**

Commissioner, Kwara State Ministry of Youth Development



**ON THE MARBLE**

It's always great to be here. Each time, I discover something new.  
Thank you

**Olawale Rotimi Opeyemi**  
**JR FARMS LIMITED**  
**Rwanda**

## **FARM BUSINESS PLANNING AND MANAGEMENT (ARM 213)**

**PREMISE:** Managers employed to plan and manage public and private farm businesses may be technically capable; however, their ability to translate and turn around investments in agriculture into profit is often not adequate. Their inability to generate value for money (in agricultural business) most times is because they do not possess the requisite practical farm planning and management skills required for efficient investments to generate expected results.

**OBJECTIVES:** This course is designed to equip farm planners and managers with the relevant knowledge and skills to increase their effectiveness and efficiency and to help them make a profit out of investments. At the end of the course, participants will be able to:

- ◆ apply relevant skills and techniques to effectively plan and manage medium and large-scale commercial farms for profitability.
- ◆ use accurate records for farm businesses to support financial management and decision-making.
- ◆ operate farms as successful business enterprises, integrating best practices in farm management.

### **CONTENT:**

- ◆ The farm and its environment.
- ◆ Overview of farm planning and management: theory and practice.
- ◆ Economic decision-making in farm planning and management.
- ◆ Farm analysis.
- ◆ Farm operational planning.
- ◆ Farm business record keeping.
- ◆ Operation and maintenance of farm machinery.
- ◆ Agricultural insurance and financial management.
- ◆ Managing post-harvest activities.
- ◆ Gender consideration in farm planning and management.

**TRAINING METHODS:** Lecturettes, case studies, group exercises and study visits.

**WHO SHOULD ATTEND?** Planning Officers and Farm Managers in Teaching, Research and Commercial farms in Universities, Colleges of Agriculture and Polytechnic farms, Prisons and NYSC farms, Niger Delta Development Commission (NDDC), Officers in the ADPs, CADP and Fadama, Farm Managers/Specialists in the Ministry of Agriculture, Farm Operatives in the agricultural outfits of Oil Companies, Multi-national Corporations, Breweries, Private Sector Agricultural and Agro-based establishments, Graduates of Agriculture, etc.

**DURATION:** One week  
**DATE:** April 13 - 17, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

## **AGRICULTURAL BUSINESS AND FINANCIAL ANALYSIS FOR SUSTAINABLE ENTREPRENEURIAL DEVELOPMENT (ARM 312)**

**PREMISE:** In Nigeria, the rate at which enterprises are set up is very slow. Statistics show that only 25% of Micro, Small and Medium Enterprises (MSMEs) live to celebrate their fifth anniversary. In the same vein, the Nigerian middle class shrinks, real wages per capita are speedily decreasing, and consequently, the economic lives of the low and middle classes are getting precarious and difficult. These phenomena are attributable in part to individuals, families and enterprises having poor financial knowledge and skills. This made hard-earned money be expended on ineffective items and programme(s). Consequently, there is a high rate of unemployment and poor wealth

creation in the country. Indeed, there is a general Poor knowledge and skills in money and investment management. Hence, financial literacy has become a critical life skill for individuals, families, entrepreneurs and organisations as well as governments.

**OBJECTIVES:** Therefore, this course is designed to sharpen the financial knowledge and skills of participants. At the end of this course, participants will be able to:

- ◆ identify the critical attitudes necessary for achieving a sustainable livelihood.
- ◆ plan their financial resources effectively to support business growth, and
- ◆ apply the concepts of financial literacy to enhance their operational effectiveness in agricultural business.

**CONTENT:**

- ◆ Overview of the Nigerian financial environment.
- ◆ Enterprise identification.
- ◆ Investment risk management.
- ◆ Financial record keeping.
- ◆ Financial planning and budgeting.
- ◆ Sourcing for Agric-Business funds.
- ◆ Enterprise and personal assets and liabilities management.
- ◆ Savings and Investment culture.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Entrepreneurs, Retiring Officers and Retirees from Public and Private Sector Organisations, Private Individuals, NGOs, Cooperative Societies, Credit Officers, Risk Managers, Relationship Officers and other professionals in Microfinance Banks (MFBs) and Institutions (MFIs) and their apex Organisations, and exercises.

**DURATION:** One week

**DATE:** April 13 - 17, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

## **MANAGEMENT OF AGRICULTURAL COMMODITY VALUE CHAIN FOR AGRIBUSINESS (ARM 255)**

**PREMISE:** The enormity of varieties of agricultural commodities in Nigeria cannot be overemphasized. Agricultural commodities such as oil palm, cocoa, groundnut, rice, maize, wheat, soybean, cassava, sweet potato, cattle, fish, poultry, etc. have potential that could be developed into value chains. Agricultural Commodity Value Chain Development (AVCD) enhances local and foreign investments into inputs, agricultural commodity production, transportation, processing, warehousing, and marketing. This provides agribusiness opportunities for wealth creation, employment generation, income generation, poverty reduction and food security amongst others. However, the National Baseline Study of ARMTI on AVCD in 2012/13 shows that there are no established agricultural value chains in Nigeria and that various Agro-ecological zones are endowed with different agricultural commodities that could be developed into value chains. Hence, there is the need to fully utilize these opportunities.

**OBJECTIVES:** This course is designed to enhance the participants with various AVCD knowledge and skills that will enable them to utilise, develop and manage various agribusiness Opportunities along the value chains. At the end of the course, participants will be able to:

- ◆ explain the concept of Agricultural Commodity Value Chain Development (AVCD) and its importance for agribusiness.
- ◆ identify various agricultural commodity value chains and agribusiness opportunities in different agro-ecological zones
- ◆ describe the roles and responsibilities of various stakeholders involved in AVCD; and

- ◆ acquire knowledge and skills necessary for empowering and developing value chains effectively.

**CONTENT:**

- ◆ Overview of AVCD for agribusiness opportunities.
- ◆ Agricultural commodity value chains and agribusiness opportunities in different agro-ecological zones.
- ◆ Mapping and analysing the economic sustainability of a value chain.
- ◆ Prioritizing the value chain.
- ◆ Strategies for chain empowerment.
- ◆ Gender and vulnerable group issues in AVCD.
- ◆ Linking stakeholders to the market.
- ◆ Agricultural commodity value chain financing.
- ◆ Monitoring and evaluation in AVCD.

**TRAINING METHODS:** Lecturettes, exercises, case studies and group discussions.

**WHO SHOULD ATTEND?** Extension Agents, Business and Enterprise Development Officers in Agricultural and Rural Development Programme, Facilitators of Commercial Agricultural Development Programme (CADP), Value Chain Development Programme (VCDP), FADAMA, National Directorate of Employment and other jobs/employment creation organisations, RUFIN, Poverty Alleviation/Eradiation Programmes such as NAPEP, Financial Institutions, NGOs/CBOs, Cooperative Societies and private organisations.

**DURATION:** One week

**DATE:** April 13 - 17, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

**REPORT AND MEMO WRITING  
(ARM 219)**

**PREMISE:** The importance of a well-written report and memo in an organisation cannot be overemphasised. The responsibilities of most managers and officers at all levels include providing feedback to management in the form of reports and memoranda. In spite of its importance, most officers have inadequate report-writing skills to enable them to carry out their assignments effectively.

**OBJECTIVES:** This course is therefore designed to provide the requisite knowledge and skills on report and memo writing. At the end of the course, participants will be able to:

- ◆ collect appropriate data for report and memo writing;
- ◆ prepare reports and memoranda;
- ◆ present clear and understandable reports;
- ◆ illustrate information through charts and diagrams; and
- ◆ apply ICT tools in preparing reports.

**CONTENT:**

- ◆ Overview of report and memo writing.
- ◆ Data collection for report and memo writing.
- ◆ Data processing and analysis.
- ◆ Writing short and long reports.
- ◆ Report presentation skills.
- ◆ Graphical aids to technical reports.
- ◆ ICT application for reporting and memo writing.

**TRAINING METHODS:** Lecturettes, group discussion, case studies and practical exercises.

**WHO SHOULD ATTEND?** Supervisory and Middle Level Managers, Executive Officers, PAs, Secretaries and all officers whose responsibilities involve report writing.

**DURATION:** One week  
**DATE:** April 13 - 17, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **WORKSHOP ON PARTICIPATORY GENDER AUDIT (ARM 412)**

**PREMISE:** Participatory gender audit is a veritable tool for tracking gender mainstreaming. However, some gender experts and facilitators do not possess the ample skills needed for utilizing PGA tool. It is therefore imperative to equip gender facilitators and relevant stakeholders with the requisite knowledge and skills for a participatory gender audit.

**OBJECTIVES:** This course is designed to equip participants with the requisite knowledge and skills for a participatory gender audit. At the end of the course, participants will be able to:

- ◆ explain the concept and significance of participatory gender audit in tracking gender mainstreaming;
- ◆ identify the key components and indicators involved in conducting a gender audit; and
- ◆ illustrate the procedures and methodologies required for effectively performing a participatory gender audit.

**CONTENT:**

- ◆ Overview of gender and development.
- ◆ Concept of participatory gender audit.
- ◆ Components and dimensions of participatory gender audit.
- ◆ Gender audit indicators.
- ◆ Participatory gender audit methodology.
- ◆ Interpersonal skills for participatory gender audit facilitators
- ◆ ICT skills for PGA facilitators.

**TRAINING METHODS:** Lecturettes, brainstorming, group discussions and exercises.

**WHO SHOULD ATTEND?** Gender Desk Officers in both Private and Public Sectors, Ministry of Women Affairs, ARD Project Managers, Lecturers of Higher Institutions, NGOs, CBOs Gender Experts and Facilitators, etc.

**DURATION:** One week  
**DATE:** April 20 – 24, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦205,000.00

### **COMPUTER-BASED OFFICE MANAGEMENT SKILLS DEVELOPMENT PROGRAMME FOR PERSONAL ASSISTANTS AND SECRETARIES (ARM 105)**

**PREMISE:** All organisations are required to maximize the productivity of their workforce. Modern office management practices require that Personal Assistants and Secretaries be skilled in using computers and other information management technologies to enhance their efficiency. In addition, various management reforms and a reduction in the office workforce continue to place higher demand on them. Such officers should acquire modern office management skills to enable them to attain optimum efficiency.

**OBJECTIVES:** This course is designed to enhance participants' capabilities in the office management skills using modern management tools. At the end of the course, participants will be able to:

- ◆ identify the skills, roles and responsibilities needed in their respective organisations;
- ◆ apply appropriate computer software skills acquired to manage organisational records; and
- ◆ communicate the acquired skills more effectively in the workplace.

**CONTENT:**

- ◆ Role of Personal Assistants and Secretaries in organisations.
- ◆ Basic management skills.
- ◆ Communication methods.
- ◆ Office records management
- ◆ Time management.
- ◆ Interpersonal skills.
- ◆ Computer software applications:
- ◆ Computer Networking:

**TRAINING METHODS:** Lecturettes, discussions, and hands-on exercises on the computer.

**WHO SHOULD ATTEND?** Personal Assistants and Secretaries, and other Administrative Staff in both public and private sector organizations.

**DURATION:** One Week

**DATE:** April 20 - 24, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦205,000.00

### **EFFECTIVE LIVESTOCK EXTENSION METHODS (ARM 316)**

**PREMISE:** The low level of animal protein consumption in Nigeria has been attributed partly to the low performance of the livestock sub-sector in terms of responding effectively to the demand situation. Analysis reveals that one critical factor responsible for this is the low adoption of technologies generated by scientists. This is, in part, due to ineffective extension methods used in disseminating new, improved technologies among livestock farmers.

**OBJECTIVES:** The course aims at improving the capability of officers involved in extension delivery to the farmers, so that livestock farmers will easily adopt proven and relevant livestock technologies. At the end of the course, participants will be able to:

- ◆ identify and address the weak links in the technology transfer process for livestock farming.;
- ◆ select appropriate extension communication strategies that facilitate effective livestock technology transfer; and
- ◆ liaise effectively with livestock research scientists with a view to identifying appropriate solutions to farmers' challenges.

**CONTENT:**

- ◆ An overview of the performance of the livestock sub-sector.
- ◆ Measuring livestock extension performance.
- ◆ Competency requirement for livestock extension tasks.
- ◆ Technology adoption/diffusion process.
- ◆ Strengthening the Research-Extension-Farmers-Input Linkage System (REFILS).
- ◆ Gender issues in livestock production.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and study visits.

**WHO SHOULD ATTEND?** Extension officers and Subject-Matter-Specialists in ADPs, Livestock development Projects, Managers responsible for providing advisory services in livestock production companies, Research Institutes, NGOs, and CBOs, etc.

**DURATION:** One week  
**DATE:** April 20 - 24, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **EFFECTIVE MANAGEMENT OF COMMUNITY-BASED INFRASTRUCTURE FOR ACHIEVING SUSTAINABLE DEVELOPMENT GOALS (ARM 102)**

**PREMISE:** Community-based infrastructure development provides the services that enable a society to function socially and economically. It is also crucial to the achievement of SDG nine 9, which explicitly refers to the building of resilient infrastructure. However, community-based infrastructure in Nigeria is easily damaged and abandoned soon after commissioning. In some cases, where the location or the infrastructure is not acceptable to a majority of the community members, the infrastructure may remain largely unused and/or vandalized. ARMTI's interaction with community members has shown that community participation is cardinal to the achievement of SDGs. Therefore, the capacity of Programme development officers should be strengthened to involve the target beneficiaries of community-based infrastructure in the process of planning, execution, monitoring and evaluation of such infrastructure.

**OBJECTIVES:** This course is designed to enhance the knowledge and skills of participants for effective management of community-based infrastructure. Specifically, at the end of the course, participants will be able to:

- ◆ highlight the role of community-based infrastructure in the achievement of SDGs;
- ◆ identify the constraints that hinder effective management of CBI;
- ◆ list the benefits of training users of CBI to support the achievement of SDG 9; and
- ◆ explain the importance of social inclusiveness in the management of CBI

### **CONTENT:**

- ◆ Overview of CBI in developing countries.
- ◆ Role of community-based infrastructure in the achievement of SDGs.
- ◆ Management constraints in the development of CBI.
- ◆ Role of stakeholders in effective management of CBI.
- ◆ Infrastructure and sustainable livelihood.
- ◆ Infrastructure and sustainable development.
- ◆ Infrastructure and climate change.
- ◆ Maintenance of CBI.
- ◆ Monitoring and evaluation of climate resilient infrastructure

**TRAINING METHODS:** Lectures, discussions, study visits, exercises, role-play, and case studies.

**WHO SHOULD ATTEND?** SDG desk officers in both public and private sectors, Project facilitators in ARD programmes, management committee members of CDA/ FBOs/APOs/CBOs, organizations involved in corporate social responsibilities (CSR), Heads of the Agriculture Department in Local Government Councils, facilitators of NGOs, community development officers and coordinators of public and private sector organizations involved in grassroots development.

**DURATION:** One week  
**DATE:** April 20 - 24, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **TRAINING WORKSHOP ON AGRICULTURAL WASTE MANAGEMENT FOR SUSTAINABLE DEVELOPMENT (ARM 353)**

**PREMISE:** Agricultural activities are often accompanied by the generation of huge amounts of waste. These wastes are either dumped indiscriminately in the environment or released into water bodies through drainage, thereby causing pollution and contributing to the spread of diseases. However, agricultural wastes are potential resources that can be harnessed for economic benefits. Hence, the need to develop the capacity of agripreneurs with the requisite knowledge and skills required to manage agricultural waste.

**OBJECTIVES:** This training workshop is designed to develop the capacity of participants with requisite knowledge and skills in managing agricultural wastes for economic benefits. At the end of this training workshop, participants will be able to;

- ◆ explain the concept of waste and waste management within the context of agriculture;
- ◆ identify the economic potentials of agricultural wastes and their benefits for sustainable development; and
- ◆ outline strategies for effectively managing agricultural wastes to maximize their economic value.

### **CONTENT**

- ◆ Overview of Agricultural Wastes and Waste Management
- ◆ Potentials of Agricultural Wastes
- ◆ Strategies for Agricultural Waste Management
- ◆ Production of liquid organic fertilizer, compost and bio-pesticides
- ◆ Sourcing and Management of Fund for Agro-waste Processing
- ◆ Opportunities for Youth and Women in Agricultural Waste Management
- ◆ Market and Marketing Development for Agricultural Waste-Recycled-Product
- ◆ Monitoring and Evaluation in Agricultural Waste Management

**TRAINING METHODS:** Lectures, Exercises, Case studies, Group Discussions, Hands-on practical, Demonstration and Study Visit

**WHO SHOULD ATTEND?** Waste Management Companies, Business / Enterprise Development Officer in Agricultural Rural Development Programmes Officer, ADP Agripreneurs, Commercial Agricultural Development Officers, Quality Control Officers in Private and Public Organisations, Poverty Alleviation/Eradication Programmes Officers, Agricultural Extension Officers, NGOs/CBOs, and Cooperative Society.

**DURATION:** One week

**DATE:** April 20 - 24, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

## **BASIC FINANCE AND ACCOUNTING SKILLS FOR PERSONNEL IN PRIVATE AND PUBLIC SECTOR (ARM 109)**

**PREMISE:** Cashiers and Account Clerks require basic skills in accountant and finance for effective performance on their jobs. Furthermore, these officers require time management and interpersonal skills for effective performance of their jobs. However, interactions with cashiers and account clerks in Micro-finance Institutions show that they have inadequate skills in accounting, finance, time and interpersonal relationships management.

**OBJECTIVES:** This course is designed to sharpen accounting, finance and time management skills of participants. At the end of this course, participants will be able to:

- ◆ identify various banking instruments and their functions;
- ◆ maintain accurate records as required by their job responsibilities;
- ◆ manage their time effectively to enhance job performance; and
- ◆ demonstrate a high level of courtesy in interactions with staff, customers and the public.

**CONTENT:**

- ◆ Role of Cashiers and Account Clerks in the Micro-Finance Banks.
- ◆ Agricultural and Micro-enterprises environment in Nigeria.
- ◆ Principles of Accounts.
- ◆ Bank reconciliation procedure.
- ◆ Cash impress management.
- ◆ Cheques: parts, parties, crossings and their effects.
- ◆ Cashiers' Records.
- ◆ Cash entries, balancing procedure and analysis.
- ◆ Bankers/customers relationships and
- ◆ Time management.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Cashiers and Account Clerks in the Micro-Finance Banks, NGOs, BOA, BOI and CBOs, Credit Officers in development projects, e.g. RTEP, FADAMA, etc.

**DURATION:** One week

**DATE:** May 4 - 8, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

**MANAGEMENT OF EXTENSION AND ADVISORY SERVICES  
(ARM 314)**

**PREMISE:** The effectiveness of the extension service delivery system depends largely on the quality of extension and advisory service providers and facilitators. While the technical capability of these officers is not in doubt, the same cannot be said about their managerial capability. There is, therefore, the need to equip them with the concepts and techniques required for effective management of extension and advisory services.

**OBJECTIVES:** This course aims at equipping extension personnel, service providers and facilitators with the fundamental techniques/skills to facilitate client capacity to generate service demand and to sustain extension and advisory services. At the end of the course, participants will be able to:

- ◆ determine the scope and relevance of extension and advisory services;
- ◆ assess clients' needs necessary to enhance investment and performance in extension services
- ◆ deliver effective extension and advisory services that support investment in ARD; and
- ◆ apply management principles effectively in their work situations.

**CONTENT:**

- ◆ Concepts of extension and advisory services.
- ◆ Application of management principles to extension and advisory service delivery.
- ◆ Participatory needs assessment.
- ◆ Planning of extension and advisory service delivery programme.
- ◆ Communication methods in extension and advisory service delivery. Managerial leadership styles.
- ◆ Gender considerations in agricultural extension and advisory services.
- ◆ Coordination of extension and advisory service programme.

**TRAINING METHODS:** Lecturettes, group/syndicate discussion, Case studies and exercises.

**WHO SHOULD ATTEND?** Senior and top-level extension/advisory officers and managers in the Agricultural and Rural Development Programmes, Extension and service delivery outfits of private companies and Non-Governmental Organisations. Facilitators and service providers in Fadama III AF Project, CSDP, CBARDP, NDDC, etc.

**DURATION:** One week  
**DATE:** May 4 - 8, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **COMMERCIAL POULTRY PRODUCTION AND MANAGEMENT (ARM 270)**

**PREMISE:** Poultry production is one of the most profitable business ventures in agriculture. It has a high Return on Investment (RoI) due to a short generation interval. The capital and land requirements for the enterprise are relatively lower when compared to some other livestock such as goat, sheep and cattle. The local demand for poultry products is very high throughout the year. In addition, the ban placed on the importation of poultry products into Nigeria, coupled with the creation of a more enabling environment, has led to the expansion of the market. These factors make the poultry business attractive to the existing and potential poultry farmers in Nigeria. However, most of the commercial poultry farmers do not possess adequate knowledge and skills required to make the business profitable. There is therefore a need to build the capacity of these farmers in poultry production and management.

**OBJECTIVES:** This workshop is designed to provide existing and potential poultry farmers with the requisite knowledge and skills needed to run poultry enterprises successfully. At the end of the workshop, participants will be able to:

- identify employment opportunities in poultry production;
- discuss major challenges associated with poultry production
- explain effective management practices in poultry production to enhance profitability and
- develop a strategic plan for establishing and managing a poultry business.

#### **CONTENT:**

- ◆ Overview of the poultry industry in Nigeria.
- ◆ Poultry value chain development.
- ◆ Best management practices in poultry production  
House  
Feeding  
Health
- ◆ Marketing of poultry and poultry products.
- ◆ Human resource management in commercial poultry.
- ◆ Record keeping in commercial poultry (production and financial).
- ◆ Challenges of commercial poultry production.
- ◆ ICT application to poultry management.

**TRAINING METHODS:** Lectures, group discussion, case studies and study visit.

**WHO SHOULD ATTEND?** Existing and Potential Poultry Farmers, Unemployed youth, Retired Civil Servants, State and Federal Ministry of Agricultural and Rural Development, Animal Health Technicians, National Directorate of Employment (NDE), Agric. Desk Officers in Commercial Banks, NYSC, NAIC, BOA, BOI, NGOs, Community Development, 3Units of NDDC and Gas Companies.

**DURATION:** One Week  
**DATE:** May 4 - 8, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

## **MONITORING AND EVALUATION IN PROJECT MANAGEMENT (ARM 223)**

**PREMISE:** The wide gap between many development project targets and actual achievements have, in most cases, been caused by the failure of the projects to generate and disseminate information to the relevant project components during and even after the project life. The problem is often times traced to inadequacy and sometimes lack of requisite skills among project managers and officers performing monitoring and evaluation functions.

**OBJECTIVES:** This course, therefore, seeks to equip participants with the practical skills and techniques required for monitoring and evaluation of agriculture and rural/community development projects. At the end of the course, participants will be able to:

- ◆ compose comprehensive monitoring and evaluation (M&E) reports that effectively communicate findings;
- ◆ design effective monitoring and evaluation systems tailored to the needs of their organizations;
- ◆ disseminate monitoring and evaluation results within their organizations to inform stakeholders and improve practices; and
- ◆ apply appropriate skills and techniques for monitoring and evaluation in their organizations.

### **CONTENT:**

- ◆ Monitoring and evaluation in the project cycle.
- ◆ Monitoring and evaluation function.
- ◆ Objectives hierarchy in project monitoring and evaluation.
- ◆ Criteria for selection of M & E indicators.
- ◆ Logical framework design for project M & E.
- ◆ Introduction to survey design.
- ◆ Project Network Analysis.
- ◆ Questionnaire design for data gathering.
- ◆ Interview design and techniques.
- ◆ Concept of sustainability M & E.
- ◆ Reports in project M & E.

**TRAINING METHODS:** Lecturettes, group exercises and discussions, case studies and study visits.

**WHO SHOULD ATTEND?** Senior and Middle Level Professional staff with responsibilities for monitoring and evaluation in agricultural and rural development projects-crops, livestock, fisheries, forestry and other rural/community development projects - both in public and private sectors, including financial institutions, etc.

**DURATION:** One week

**DATE:** May 4 - 8, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

## **MANAGEMENT OF COOPERATIVE SOCIETY FOR SUSTAINABLE DEVELOPMENT (ARM 254)**

**PREMISE:** Cooperative societies have become alternatives to other financial institutions in Nigeria in the provision of micro finance and rendering of other vital services that are germane to development. The importance of cooperative societies cannot be overemphasized; they are geared towards alleviating poverty and improving the standard of living of the people. However, most cooperative officers have inadequate skills in record keeping, loan management, fraud prevention/detection, among others. Consequently, they do not achieve their goals of existence. It is therefore imperative to build the capacity of cooperative societies on specific management skills that will position cooperatives to become key players in Nigeria's economy.

**OBJECTIVES:** This course therefore is designed to equip cooperators with the knowledge and skills necessary for effective management of cooperatives for sustainable development.

At the end of the course, participants will be able to:

- ◆ state the importance of networks in cooperative societies;
- ◆ identify effective financial management techniques in cooperatives; and
- ◆ discuss strategies for managing cooperative societies.

**CONTENT:**

- ◆ Overview of Cooperative Society Movement in Nigeria.
- ◆ Networking in Cooperative Societies.
- ◆ Developing and Managing Cooperative Enterprises.
- ◆ Effective Financial Management Techniques.
- ◆ Strategic Planning in Cooperative Society Management.
- ◆ Information Management in Cooperative Societies.
- ◆ Loan Management Skills.
- ◆ Record Keeping.
- ◆ Fraud Prevention, Detection and Control in Cooperative Societies.
- ◆ Management of Interpersonal Relationships in Cooperatives.
- ◆ Monitoring and Evaluation of Cooperative Projects.

**TRAINING METHODS:** Lecturettes, group discussions, exercises, role-play and case studies.

**WHO SHOULD ATTEND?** Cooperators, Cooperative Officers from Federal and State Ministries, Cooperative staff, Managers of Cooperative groups, Ministry of Commerce and cooperatives, Microfinance banks, ADPs, Community Development Officers, Coordinators of Public and Private Sector Organizations involved in grassroots development, Oil Companies, NGOs and CBOs.

**DURATION:** One week

**DATE:** May 11 - 15, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

**TRAINING OF TRAINERS (TOT) FOR FACILITATORS OF VALUE CHAIN DEVELOPMENT  
(ARM 259)**

**PREMISE:** The importance of commodity value chain development in the current economic growth and development of the Federal Government cannot be overemphasized. Report shows that at the post oil boom, Nigeria lost her agricultural commodity production position in cocoa, oil palm, cotton and groundnut to her competitors in South America, Asia and other African countries. These competitors took over from Nigeria because they have well-developed value chain development strategies, which have considerably increased their productivity and linked their agricultural commodities with global markets. A well-developed commodity value chain will promote private investment, generate employment and income, and transform Nigeria into a net producer of value-added agricultural commodities for local markets and exports. However, the existing and potential stakeholders in commodity value chain management in Nigeria need to be empowered with appropriate requisite skills and techniques for effective value chain development. There is, therefore, the urgent need to equip development practitioners in agriculture and rural development with appropriate skills to effectively facilitate commodity value chain actors and all stakeholders to embrace agriculture as a business.

**OBJECTIVES:** This workshop is designed to enhance the capacity of the participants with appropriate VCD knowledge, skills and techniques to effectively facilitate agricultural commodity value chain development activities. At the end of the workshop, participants will be able to:

- ◆ explain the concept of value chain development;

- ◆ facilitate group formation amongst stakeholders;
- ◆ manage conflicts among VCD actors and stakeholders; and
- ◆ evaluate VCD activities.

**CONTENT:**

- ◆ Concept of value chain development.
- ◆ Skills, competencies and roles of VCD facilitators.
- ◆ Value chain mapping and analysis.
- ◆ Linking stakeholders to market
- ◆ Strategies for value chain empowerment.
- ◆ Communication skills for value chain facilitators.
- ◆ Gender consideration in VCD facilitation.
- ◆ Group formation and governance/relationship in VCD.
- ◆ Conflict management among value chain actors and stakeholders.
- ◆ ICT applications in VCD facilitation.
- ◆ Participatory monitoring and evaluation in VCD.

**TRAINING METHODS:** Lectures, group exercises, role plays, discussions and case studies.

**WHO SHOULD ATTEND?** Subject Matter Specialists, Extension Officers, Agricultural Business Advisors and Enterprise Managers, including those in Multinationals, Oil Companies, CADP, NDE, NGOs, CBOs, FBOs and other private sector.

**DURATION:** One week  
**DATE:** May 11 - 15, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

**MAINSTREAMING GENDER AND THE VULNERABLE GROUPS INTO DEVELOPMENT PROGRAMME (ARM 252)**

**PREMISE:** Development practitioners have realized that their efforts have not yielded the desired results, partly due to the non-involvement of women and the vulnerable groups in development programmes. Experience has shown that this is partly because their problems and needs have not been adequately addressed. This assertion is also buttressed by USAID/Nigeria Strategic Plan, which it states that, "Nigeria's record on gender issues is weak and in need of improvement", and is corroborated by the NEEDs document on the need to mainstream women into development planning, as well as the emphasis placed on gender issues in other agricultural and rural-based project documents. Against this backdrop, there is a need for gender considerations and involvement of the vulnerable groups in all aspects of development programmes.

**OBJECTIVES:** This course, therefore, is designed to equip participants with the knowledge and skills necessary for gender considerations and involvement of the vulnerable groups in development programmes. At the end of the course, participants will be able to:

- ◆ discuss basic gender and vulnerable groups concepts;
- ◆ identify gender issues in development planning;
- ◆ analyze gender-disaggregated data; and
- ◆ incorporate gender and the vulnerable groups into development programmes.

**CONTENT:**

- ◆ Basic gender and vulnerable groups concepts
- ◆ Strategies for mainstreaming gender and the vulnerable groups into development programmes.
- ◆ Gender-awareness planning and control.
- ◆ Gender Issues in Management.
- ◆ Methods of collecting gender-disaggregated data.
- ◆ Analysis, reporting and presentation of gender statistics.
- ◆ Budgeting with Gender focus.

- ◆ Gender, vulnerable groups and advocacy.

**TRAINING METHODS:** Lecturettes, exercises and group discussions.

**WHO SHOULD ATTEND?** Development Officers from the Federal and State Ministries, Local Government, Research Institutes, NDDC, Universities, Polytechnics, Colleges of Education, NGOs, CBOs and Faith-Based Organizations.

**DURATION:** One week

**DATE:** May 11 - 15, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

### **DIGITAL MARKETING IN AGRIBUSINESS (ARM 323)**

**PREMISE:** In the agricultural industry, digital and content marketing adoption currently stands at 78%, compared to an average of 88% across other industries (Statista, 2023). While this might suggest slower digital adoption, it is important to note that non-digital marketing tactics remain prevalent, particularly in developing countries. In recent years, the agricultural sector has begun to embrace a variety of agribusiness marketing strategies aimed at helping stakeholders attract and retain loyal customers. Despite this progress, many farmers, especially smallholder farmers, are still in the early stages of digital adoption. Government funding and supportive policies have helped, but large portions of these farmers continue to rely on traditional local markets and middlemen to sell their produce. As a result, they miss many of the potential benefits of direct-to-consumer marketing. The current agricultural marketing systems face numerous challenges, such as disorganisation and inefficiency. To overcome these hurdles, it is essential for agribusiness stakeholders to capitalize on digital marketing platforms and strategies. By doing so, they can streamline processes, expand their customer base, and maximize profits.

This training program is designed to equip agribusiness professionals with the knowledge and skills needed to leverage digital marketing in a way that drives growth and improves market access for farmers and agribusinesses alike. Through practical sessions and strategic insights, participants will learn how to implement effective digital marketing strategies that meet the unique needs of the agricultural sector.

**OBJECTIVES:** This course therefore is designed to enhance the knowledge and skills of agricultural entrepreneurs to effectively apply digital marketing tools and techniques in agribusiness. At the end of this course, participants will be able to:

- ◆ explain the concept of digital marketing and its relevance to the agricultural sectors
- ◆ create engaging digital marketing content tailored to the needs of agribusiness; and
- ◆ utilize digital marketing tools to effectively target and reach customers in the agribusiness sector

#### **CONTENT**

- ◆ Introduction to digital marketing
- ◆ Digital content development and marketing
- ◆ Use of Artificial Intelligence for content development
- ◆ Display and pay-per-click advertising
- ◆ Digital marketing strategies
- ◆ Search Engine Optimisation (SEO)
- ◆ Email marketing
- ◆ Social Media Marketing

**TRAINING METHODS:** Lecturettes, Case Studies, demonstrations and hands-on practical exercises.

**WHO SHOULD ATTEND?** Agribusiness stakeholders, Managers from public and private organisations, including Extension Officers, Marketing Officers, Public Relations Officers, Information Management Officers, Administrators, entrepreneurs and other technical professionals.

**DURATION:** One Week  
**DATE:** May 11 – 25, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦205,000.00

### **COMPUTER APPLICATIONS FOR PROJECT MANAGEMENT (ARM 251)**

**PREMISE:** The capability of Project Managers to improve their performance could depend on how much data they can generate, collate, analyse, interpret, store and disseminate, to enable the projects to achieve their set objectives. Moreover, in a changing information technology environment, Project Managers' performance can therefore be improved if they can take advantage of the computer as an important tool for effective and efficient project management.

**OBJECTIVES:** This course is designed to introduce project managers to the use of the computer as an essential tool for effective and efficient project management. At the end of the course, participants will be able to:

- ◆ discuss the role of the computer in efficient project management; and
- ◆ use a computer for project design and management.

#### **CONTENT:**

- ◆ Overview of management principles.
- ◆ Project cycle/sequence in project management.
- ◆ Use of computers in project management.
- ◆ Project logical framework design.
- ◆ Project cash flow projection.
- ◆ Project financial analysis.
- ◆ Application of Ms-Project to project network analysis.

**TRAINING METHODS:** Lectures, demonstrations, individual and group exercises, hands-on computer exercises.

**WHO SHOULD ATTEND?** Project planners, analysts, accountants, farm managers and others responsible for managing projects in both the public and private sectors, including financial institutions, oil and gas companies, NDDC, etc.

**DURATION:** One Week  
**DATE:** May 18 - 22, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **SUSTAINABLE FINANCE FOR CLIMATE SMART AGRICULTURE (ARM 326)**

**PREMISE:** Sustainable finance is driving climate-smart agriculture (CSA), uniting financial solutions with agricultural resilience. Climate-smart interventions in agriculture require substantial investments and innovative types of financing to support the transformational changes that are needed to maintain or increase agricultural productivity while using less resource. As climate change threatens food security, climate-smart practices, which combine adaptation and mitigation, require substantial investment. However, the current levels of financing for climate change adaptation and mitigation in the agricultural sector in Nigeria are not sufficient. Therefore, it is pertinent to build the capacity of agricultural and finance stakeholders in global climate finance in agriculture, as this would play a crucial catalytic role by encouraging the mainstreaming of climate change considerations into national sustainable development plans and programmes, as well as developing an enabling environment conducive for scaling up climate-smart agriculture (CSA).

**OBJECTIVES:** This course therefore is designed to improve the knowledge and skills of participants on sustainable finance for climate-smart agriculture. At the end of the course, participants will be able to:

- ◆ explain the concepts of sustainable finance and climate-smart agriculture (CSA);
- ◆ describe various adaptation and mitigation strategies within climate-smart agriculture;
- ◆ discuss different financing strategies for implementing climate-smart agricultural practices; and
- ◆ conduct monitoring and evaluation of CSA programs and projects effectively.

**CONTENT:**

- ◆ Climate Smart Agriculture for Sustainable Food Security
- ◆ Introduction to Sustainable Finance
- ◆ Climate Change Adaptations and Mitigations
- ◆ Sustainable Investment Strategies
- ◆ Risk Management in Climate Smart Agriculture
- ◆ Financing Climate Smart Agriculture
- ◆ Environmental and Social Impact Assessment
- ◆ Monitoring and Evaluation of Climate Smart Agriculture

**TRAINING METHODS:** Lecturette, discussions, case studies, exercises

**WHO SHOULD ATTEND?** Staff of CBN, Commercial banks, BOA, BOI, Micro-Finance Banks, Private and Public organizations, ARD Sector, NGOs, and CBOs as well as finance and credit Officers in development projects.

**DURATION:** One week

**DATE:** May 18 – 22, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

### **TRAINING WORKSHOP ON FODDER PRODUCTION FOR SUSTAINABLE LIVESTOCK DEVELOPMENT (ARM 355)**

**PREMISE:** Fodder production, which involves cultivating and harvesting nutritious forage crops for animal feeding, provides a sustainable and cost-effective solution to improving livestock performance. In Nigeria, the livestock sector holds immense potential for economic growth and food security, yet faces significant challenges such as clashes over land and water, low general performance, periodic feed shortage and quality issues during the dry seasons. These challenges are partly due to open grazing practices. Sustainable fodder production emerges as a critical solution to transform livestock management by providing a reliable, high-quality feed supply, reducing the reliance on open grazing, and mitigating conflicts over land and water resources. By promoting the establishment of fodder banks, Nigeria can immensely address the environmental degradation caused by overgrazing. Therefore, there is a need to build the capacity of relevant stakeholders in fodder production to enhance livestock productivity, and foster peaceful coexistence between farmers and herders, paving the way for a robust, resilient and sustainable livestock sector.

**OBJECTIVES:** This workshop is designed to equip relevant stakeholders in the livestock sector with the requisite knowledge and skills on modern practices in fodder production for enhanced animal growth and productivity. At the end of the course, participants should be able to:

- ◆ discuss the principles of profitable pasture establishment and rangeland management;
- ◆ identify cultural practices in fodder production;
- ◆ demonstrate sustainable and climate-adaptive fodder production practices; and
- ◆ design fodder commercialization.

## **CONTENT:**

- ◆ Overview of fodder production in Nigeria
- ◆ Identification and selection of indigenous and nutritious fodder crops for pasture establishment
- ◆ Pre-planting and planting operations in fodder crop production
- ◆ Application of climate-adaptive techniques in fodder production and management
- ◆ Fodder nutrient optimization for livestock production
- ◆ Fodder post-harvest practices: silage, hay, etc.
- ◆ Application of smart farming techniques in pasture and rangeland management
- ◆ Integration of fodder in crop-livestock farming system
- ◆ Commercialization and value chains, and innovation in fodder production.
- ◆ Gender consideration in fodder production

**TRAINING METHODS:** Lecturettes, case studies, group exercises, hands-on and study visits.

**WHO SHOULD ATTEND?** Planning Officers and Farm Managers in Teaching, Research, and Commercial farms in Universities, Colleges of Agriculture and Polytechnic farms, officers in NYSC farms, Officers in the ADPs, extension officers, and Fadama, Farm Managers/Specialists in Ministry of Agriculture and Ministry of livestock, Farm Operatives in the agricultural outfits of Oil Companies, Multi-national Corporations, Breweries, Private Sector Agricultural and Agro-based establishments, Graduates of Agriculture, Agribusiness supervisors etc.

**DURATION:** One Week

**DATE:** May 18 – 22,2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

## **BASIC CONTRACT FARMING PRINCIPLE TRAINING FOR SUSTAINABLE AGRIBUSINESS DEVELOPMENT (ARM 281)**

**PREMISE:** In Nigeria, the demand for locally processed products is growing; however, raw material is a major challenge for processing companies, and this translates into processing inefficiency and subsequently higher unit costs. Smallholder farmers in Nigeria, on the other hand, often suffer low yield, limited market access, and unstable prices, all of which prevent beneficial investments. These factors contribute to a low standard of living and increased poverty in many rural areas of Nigeria. One of the viable and sustainable approaches to address the aforementioned challenges is the adoption of contract farming as an inclusive business model. Inclusive Contract Farming (ICF) is an inclusive business model and market system approach that links farmers to the market through the development of business relationships between the agro-industries and smallholder farmers. The approach supports off-takers and smallholder farmers to become more competitive through increased productivity, reduced costs, improved turnover, and regular supply of raw materials in the required quality and quantity. This course is therefore aimed at building the capacity of agriprenuers on inclusive contract farming as a business model.

**OBJECTIVES:** This workshop/course aims to equip participants with the basic knowledge of inclusive contract farming and its relevance in sustainable agribusiness development. At the end of the course, participants will be able to:

- ◆ explain inclusive contract farming (ICF) planning, implementation, and management;
- ◆ identify opportunities to integrate youths, women, and producers' organisations in contract farming;
- ◆ analyse the business relationship between buyers/off-takers and smallholder farmers and provide recommendations to both parties to improve the arrangement; and
- ◆ develop an inclusive contract farming business model.

## CONTENT

- ◆ Basic concept of contract farming as an inclusive business model.
- ◆ Conditions for success and risk of failure in contract farming
- ◆ Different models of contract farming.
- ◆ Youths and women's inclusiveness in contract farming scheme.
- ◆ Farmers' group development.
- ◆ Typical contract specification and design.
- ◆ The role of producers' organisations in contract farming.
- ◆ CF Business model canvas
- ◆ Contract farming risk management
- ◆ Contract farming economics and finance
- ◆ CF negotiation
- ◆ ICT FOR CF
- ◆ Business Enabling Environment
- ◆ Contract specification (Practical presentation)

**TRAINING METHODS:** Interactive presentations of theory, reflection, and discussions, application of learning through group discussions and exercises, case studies, role play, and study visits.

**WHO SHOULD ATTEND?** Officers in the Federal Ministry of Agriculture and Rural Development, and State Ministry of Agriculture, Planning and Research, Officers in the ADPs. Value chain Directors and Planning Specialists in NGOs, Managers of private agricultural development agencies, Farmers and farmers' organizations, Financial institutions, Oil companies, Extension and service delivery companies, Graduates, NGOs, CBOs, BOI, BOA, NAIC, Agricultural estates managers, supply chain managers, etc.

<b>DURATION:</b>	One week
<b>DATE:</b>	May 18 - 22, 2026 (1st Run)
<b>VENUE:</b>	Ilorin
<b>CHARGES:</b>	₦200,000.00

## TRAINING COURSE ON CATTLE, SHEEP AND GOAT FATTENING ENTERPRISE (ARM 271)

**PREMISE:** Meat from cattle, sheep, and goat is one of the major sources of protein in Nigeria. There is high demand for the meat throughout the year, but in particular during festive periods. Animals are usually priced per kilogram live weight. Consequently, farmers will get more income from fattened animals. There is therefore a need to equip farmers with the knowledge and skills on beef cattle, sheep, and goat fattening.

**OBJECTIVES:** This course is designed to provide existing and potential entrepreneurs with the requisite knowledge and skills needed to run a sustainable fattening operation successfully. At the end of the course, participants will be able to:

- ◆ state the best management practices in beef cattle, sheep, and goat fattening;
- ◆ identify challenges of beef cattle, sheep, and goat fattening;
- ◆ explain the principle of feed resourcing and watering; and
- ◆ manage interpersonal relationships to ensure a sustainable enterprise.

### CONTENT:

- ◆ Overview of the livestock industry in Nigeria.
- ◆ Best management practices in ruminant animal production:
  - Housing
  - Feeding
  - Health
- ◆ Feed resourcing and watering

- ◆ Animal handling and welfare issues
- ◆ Meat processing and storage
- ◆ Biosecurity measures in ruminant production
- ◆ Marketing of live animals and animal products
- ◆ Record keeping in ruminant production (production and financial)
- ◆ Management of interpersonal relationships.

**TRAINING METHODS:** Lecturettes, group discussion, and study visit.

**WHO SHOULD ATTEND?** Existing and Potential Livestock Farmers, Unemployed Youth, Retired Civil Servants, State and Federal Ministry of Agricultural and Rural Development, Animal Health Technicians, National Directorate of Employment (NDE), Agric. Desk Officers in Commercial Banks, NYSC, NAIC, BOA, BOI, NGOs, Community Development Units of NDDC and Oil and Gas Companies.

**DURATION:** One week  
**DATE:** May 18 - 22, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

Note: This workshop is in collaboration with the Nigerian Institute of Animal Science (NIAS)

### **LOAN RECOVERY MANAGEMENT FOR AGRICULTURAL AND RURAL CREDIT MANAGERS (ARM 335)**

**PREMISE:** The importance of agricultural and rural credit schemes in poverty reduction in Nigeria cannot be overemphasized. Most of these schemes were short-lived because of poor loan recovery and fund depletion after a few rounds of loan disbursement. Hence, most of the credit schemes were not sustained. The reasons commonly adduced include poor credit appraisal and loan collection mechanism; poor credit monitoring and supervision, deliberate loan default, and project failure.

**OBJECTIVES:** This course is designed to improve the knowledge and skills of Agricultural and Rural Credit Managers in loan recovery. At the end of the course, participants will be able to:

- ◆ discuss the concept of risks in relation to agricultural and rural credit;
- ◆ appraise micro-credit needs of clients;
- ◆ adopt effective loan recovery mechanisms; and
- ◆ design agricultural and rural credit monitoring and supervision schedules.

#### **CONTENT:**

- ◆ Overview of loan administration and management.
- ◆ Risk management in agricultural loan or credit schemes.
- ◆ Project appraisal and refinancing techniques.
- ◆ Micro-credit needs appraisal.
- ◆ Role of self-help groups in credit administration.
- ◆ Loan monitoring and recovery mechanism.
- ◆ Savings mobilization.
- ◆ Gender issues in loan recovery.
- ◆ Legal issues in loan recovery.

**TRAINING METHODS:** Lecturettes, case studies, group discussions, exercises, and study visits.

**WHO SHOULD ATTEND?** Agricultural Credit Managers in the Central Bank of Nigeria (CBN), Commercial Banks, NGOs, NDE, NACRDB, National Board for Micro-Finance, Ministries of Agriculture, ADPs, IFAD Projects, and other Agricultural and Rural Finance Institutions.

**DURATION:** One week  
**DATE:** June 1 – 5, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **PARTICIPATORY MANAGEMENT OF AGRICULTURAL AND RURAL DEVELOPMENT PROGRAMMES (ARM 422)**

**PREMISE:** Most planners and managers of rural development projects are used to the top-down approach of planning and decision-making. However, recent experiences have shown that rural development programmes planned and executed without the active participation of the intended beneficiaries have not yielded the expected results. These programmes are usually not sustained beyond the period of external assistance, mainly because the beneficiaries neither believe the projects are their own nor have the capacity to manage them.

**OBJECTIVES:** This workshop is, therefore, designed to impart to the participants the culture of participatory planning and management of rural development projects. At the end of the workshop, participants will be able to:

- ◆ discuss the concepts of participatory rural appraisal (PRA);
- ◆ analyze the principles of participatory rural appraisal (PRA); and
- ◆ utilize various participatory tools in planning and managing rural development programmes.

**CONTENT:**

- ◆ Concepts of Rural Development.
- ◆ Concept and principles of Participatory Rural Appraisal (PRA) techniques.
- ◆ Participatory planning process and techniques.
- ◆ Gender issues in participatory development.
- ◆ Social Inclusion in agricultural and rural development.
- ◆ Role of stakeholders in rural development.
- ◆ Participatory Monitoring and Evaluation.
- ◆ Sustainability plan development for community projects.

**TRAINING METHODS:** Lecturettes, discussions, group exercises, and role-play.

**WHO SHOULD ATTEND?** Planning and Community Development Officers in Ministries and Local Government Councils; and Project Managers in Agencies responsible for agricultural and rural development, water resources, and poverty Alleviation/eradication programmes, Monitoring & Evaluation Managers, officers from the Non-Governmental Organizations, Community-Based Organizations, and Community Development Units of NDDC and the Oil and Gas Companies.

**DURATION:** One week  
**DATE:** June 1 - 5, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **TRAINING WORKSHOP ON EXPORT OF AGRICULTURAL PRODUCTS (ARM 406)**

**PREMISE:** Export of agricultural products plays an important role in enhancing employment generation, wealth creation, foreign exchange earnings, as well as economic growth. The problems bedeviling agricultural product export in Nigeria include food safety, preservation, quality standards, certification issues, among others. Most Agripreneurs run into problems partly due to poor knowledge and skills in managing these problems. Therefore, there is a need to equip participants with appropriate knowledge and skills in the export of agricultural products.

**OBJECTIVES:**

This workshop is designed to improve the knowledge and skills of participants in managing agricultural produce for the international market. At the end of the workshop, participants will be able to:

- ◆ explain the concept of agricultural produce export;
- ◆ identify techniques involved in maintaining agricultural products quality; and
- ◆ develop appropriate strategies for the export of agricultural products.

**CONTENT:**

- ◆ Overview of agribusiness produce and product marketing in Nigeria.
- ◆ Good Agricultural practices for export produce
- ◆ Product sourcing and preparation for export
- ◆ Market research and buyer identification for export
- ◆ Quality control and standard requirements for agricultural product export
- ◆ Food safety management system
- ◆ Agricultural products cost analysis for export
- ◆ Product registration and certification procedures
- ◆ Packaging and labelling of agricultural products for export
- ◆ Logistics of Agricultural products for export
- ◆ Leveraging ICT tools for Agricultural produce export success

**TRAINING METHODS:** lecturattes, exercises, case studies, group discussions, and study visits.

**WHO SHOULD ATTEND?** Agripreneurs, Farm Managers, Business Advisors, Business Development Executives, Extension Officers, Farm Project Officers, NGOs, NDE, etc.

**DURATION:** One Week  
**DATE:** June 1 - 5, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **AGRIPRENEURSHIP DEVELOPMENT AND MANAGEMENT SKILLS FOR YOUTH (ARM 227)**

**PREMISE:** It is quite worrisome to note that in spite of the abundant opportunities in agribusiness majority of Nigerian youth are on the threshold of unemployment and poverty. There is no gainsaying in the fact that agripreneurship development and management skills are inextricably tied to employment generation and poverty reduction. However, most youths do not possess adequate agripreneurship skills. It is therefore imperative to enhance the skills and relevant stakeholders in agripreneurship development and management.

**OBJECTIVES:** This course is designed to equip participants with the requisite knowledge and skills for agricultural business development and management. At the end of the course, participants will be able to:

- ◆ develop an agricultural business plan for agribusiness funding;
- ◆ optimize agricultural business funds; and
- ◆ build strategies for managing agricultural business effectively and efficiently.

**CONTENT:**

- ◆ Overview of youth and agripreneurship development.
- ◆ Networking and marketing skills development in Agribusiness.
- ◆ Fund mobilization and management for agricultural enterprises.
- ◆ Risk management skills for agripreneurs.
- ◆ Business management skills.
- ◆ Credit needs analysis and management.
- ◆ Agricultural business plan development for grants and bank appraisals.

- ◆ Human resource management skills for agripreneurs.
- ◆ ICT skills for agricultural business development and management (Web 2.0).

**TRAINING METHODS:** Lecturettes, group discussions, exercises, brainstorming, role play, hands-on computer exercises.

**WHO SHOULD ATTEND?** Young entrepreneurs, unemployed youths, NGOs, CBOs, Ministries of Youth and Sports at Federal, State and Local Government levels, relevant private and public organisations, etc.

**DURATION:** One week  
**DATE:** June 1 - 5, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **TRAINING WORKSHOP ON SUSTAINABLE MANAGEMENT OF AGRIBUSINESS (ARM 253)**

**PREMISE:** Most interventions in the agricultural sector today seek to increase productivity, and have therefore introduced several management practices to achieve it. While these practices have many positive effects, they also come with significant costs. In an effort to forestall the devastating effects of the negative outcomes of modern agribusiness practices, there is the need to critically consider the social, cultural, economic and environmental implications of agribusiness practices in order to adapt practical and ethical approaches towards job creation, food security, improvement in nutrition and health, enhanced economic status of agribusiness stakeholders, good environmental best practices, and overall development of the agricultural commodity value chains.

**OBJECTIVES:** This course aims to equip participants with the relevant knowledge and skills required to manage agribusiness sustainably. At the end of the course, participants will be able to:

- ◆ discuss the dimensions of sustainable management in agribusiness;
- ◆ design a strategic agribusiness plan; and
- ◆ develop tools and strategies to monitor and evaluate agribusiness plan.

**CONTENT:**

- ◆ Overview of sustainable management of agribusiness.
- ◆ Project identification techniques.
- ◆ Stakeholder analysis and management in agribusiness.
- ◆ Concept of environmental sustainability in agribusiness management.
- ◆ Economic sustainability in agribusiness.
- ◆ Social consideration in agribusiness management.
- ◆ Sustainability monitoring and evaluation in agribusiness management.
- ◆ Gender consideration in sustainable agribusiness management.

**TRAINING METHODS:** Lecturettes, Group Discussions, Exercises, Case Studies and Study Visit

**WHO SHOULD ATTEND?** Managers of Agribusiness Advisors, Extension Officers at Federal, State, Local government levels, Subject Matter Specialists (SMSs) in ADPs Ministry of Environment and Water Resources, Ministry of Trade and Investment, NESREA, CADP, NDDC, NGOs CBOs, Managers of Private Agribusiness Firms, etc.

**DURATION:** One week.  
**DATE:** June 15 - 19, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **MANAGEMENT OF PUBLIC RELATIONS IN THE AGRICULTURAL AND RURAL SECTOR (ARM 237)**

**PREMISE:** The poor perception of the role and problems of the Agricultural and Rural Sector is due to low awareness of the sector by the general public. The low awareness persists partly because of the limited understanding of the sector by Public Relations Officers, hence their inability to effectively sensitize the public about the policies and programmes of the sector.

**OBJECTIVES:** This workshop is designed to provide Public Relations Officers with the requisite knowledge and skills to enhance public relations practices in the context of the ARD sector. At the end of the workshop, participants will be able to:

- ◆ discuss the peculiarities of public relations in the agricultural and rural development sector;
- ◆ develop appropriate public relations approaches in ARD sector; and
- ◆ adapt requisite public relations strategies in disseminating policies and programmes of the sector.

### **CONTENT:**

- ◆ Overview of agricultural and rural transformation in Nigeria.
- ◆ Peculiarities of the agricultural and rural sector.
- ◆ The role of public relations in the agricultural and rural development sector.
- ◆ Understanding the agricultural and rural development public
- ◆ Managing the boss and organization.
- ◆ Corporate social responsibilities.
- ◆ Developing communication skills.
- ◆ Managing interpersonal relationships.
- ◆ The use of internet facilities for public relations functions.
- ◆ SERVICOM: Toward providing high-quality goods and services.

**TRAINING METHODS:** Lecturettes, role play, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Public Relations/Press Officers in agro-allied establishments, Local Government Information/ Extension Officers, as well as others who are in the business of representing their organisations at exhibitions, fairs, public functions, and/or in a position to brief the press on the activities of their organisations in NNDC, CBOs, NGOs, etc.

**DURATION:** One week

**DATE:** June 15 – 19, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

## **ICT FOR EFFECTIVE INFORMATION SHARING AND COMMUNICATION IN RURAL MANAGEMENT (ARM 268)**

**PREMISE:** The awareness on information and communication technology, especially the internet, is increasing day by day, and new tools, approaches, and standards are emerging. The change in the mode of communication of information with the advent of these new technologies poses a challenge to rural managers in meeting their organisational objectives. Therefore, electronic networking can be used to build awareness to manage and disseminate information, communicate with personnel and strengthen partnerships.

**OBJECTIVES:** This course is designed to equip ARD managers with the necessary skills on emerging technologies for effective dissemination and utilization of information. At the end of the course, participants will be able to:

- ◆ discuss the role of internet technologies in rural development;
- ◆ explain the basic principles of network-based information resources;
- ◆ organize an ICT-enabled "Common Service Centre"; and
- ◆ apply modern ICT tools for effective communication and information sharing.

**CONTENT:**

- ◆ Overview of Web 3.0 tools.
- ◆ Elements and trends of Internet technologies.
- ◆ Electronic Publishing.
- ◆ Resource sharing in a networked environment.
- ◆ Network-based information resources.
- ◆ Use and promotion of online resources and services.

**TRAINING METHODS:** Lecturettes, demonstrations, hands-on practical exercises.

**WHO SHOULD ATTEND?** Community-based project facilitators, Information officers of ARD agencies (CBARDP, Fadama, RUFIN and CSDP, etc.), Extension officers and other Information professionals in NGOs/CBOs.

Basic knowledge of computer is essential.

**DURATION:** One week

**DATE:** June 15 – 19, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦205,000.00

**ADVANCED TRAINING ON INCLUSIVE CONTRACT FARMING FOR SUSTAINABLE  
AGRIBUSINESS DEVELOPMENT  
(ARM 348)**

**PREMISE:** Contract farming (CF) is a forward agreement specifying the obligations of farmers and buyers as partners in business. The agreement entails the sellers' (farmers') obligation to supply volumes and qualities as specified by the buyers' (processors/traders) obligation to off-take the commodities as agreed. However, field experiences of some ARMTI's faculty staff on contract farming schemes revealed that both farmers and buyers venture into contract farming without weighing the risks and cost implications in developing a sustainable contract farming scheme that is win-win for both parties. Although contract farming is costly and could be risky if not well planned and managed, but with the support of a contract Farming coach/ facilitator, the CF scheme will generate income for contract parties and partners, create employment opportunities in the localities where the CF scheme is stationed and ensure the supply of raw material to the off-taker. Premised on the foregoing, there is a need to enhance the capacity of potential Coaches/facilitators and value chain developers to aid in the development of a viable and sustainable CF schemes in Nigeria.

**OBJECTIVES:** This workshop is aimed at the development of a pool of potential CF facilitators that can aid in the upgrade or development of new CF schemes. The workshop will equip participants with the requisite CF knowledge and coaching skills to improve existing CF schemes, initiate/ develop new CF schemes, monitor and manage CF schemes. At the end of the course, participants will be able to:

- ◆ explain the concept of Contract farming as an inclusive business model;
- ◆ identify the criteria for sustainable CF in Nigeria;
- ◆ analyze the success factors for communication and monitoring of CF schemes;
- ◆ develop Inclusive Contract Farming schemes; and
- ◆ facilitate contract farming arrangements between partners and smallholder farmers, and other relevant stakeholders based on trust and mutual understanding.

**CONTENTS:**

- ◆ Review of the basic concept of contract farming as an inclusive business model
- ◆ Review of CF business model canvas
- ◆ Introduction to CF field management
- ◆ CF stakeholder analysis

- ◆ CF development process and structure
- ◆ Coaching CF development
- ◆ Contract farming economics and finance
- ◆ CF negotiation
- ◆ ICT for CF
- ◆ Business Enabling Environment
- ◆ Contract specification (practical presentation)

**TRAINING METHODS:** Interactive presentations of theory, reflection and discussions, application of learning through group discussions and exercises, case studies, role-play and study visits.

**WHO SHOULD ATTEND?** Officers in the Federal Ministry of Agriculture and Rural Development Development, and State Ministry of Agriculture, Planning and Research Officers in the ADPs. Value chain Directors and Planning Specialists in NGOs, Managers of private agricultural development agencies, Farmers and farmers' organisations, Financial institutions, Oil companies, Extension and service delivery companies, Graduates, NGOs, CBOs, BOI, BOA, NAIC, Agricultural estates managers, supply chain managers, etc.

**DURATION:** One week  
**DATE:** June 15 - 19, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **STRATEGIES FOR CONFLICT MANAGEMENT IN RURAL COMMUNITIES (ARM 214)**

**PREMISE:** Conflicts emanating from competition over access to resources, especially between pastoralists and crop farmers, are causing destruction of lives and properties. The foregoing is a major impediment to agricultural activities, thereby worsening the current food insecurity, unemployment and poverty levels. It has also been noticed that major stakeholders do not possess adequate conflict management skills. Therefore, it is pertinent to equip participants and relevant stakeholders with appropriate skills for conflict management in rural communities for sustainable agricultural production and rural development.

**OBJECTIVES:** This course is designed to equip the participants with the requisite knowledge and skills for effective management of interpersonal relationships and conflict resolution. Specifically, at the end of this course, participants will be able to:

- ◆ explain the concept of conflict in rural communities;
- ◆ describe various strategies for conflict resolution in rural communities; and
- ◆ discuss constraints to effective management of conflicts.

**CONTENT:**

- ◆ Concept causes and effects of conflicts.
- ◆ Group dynamics for conflict management.
- ◆ Participatory leadership skills.
- ◆ Stakeholder analysis.
- ◆ Effective communication methods.
- ◆ Conflict resolution strategies.
- ◆ Management of interpersonal relationships.
- ◆ Gender issues in conflict management.

**TRAINING METHODS:** Lecturettes, group discussions, group exercises and role play, case studies and study visits.

**WHO SHOULD ATTEND?** Community leaders, Community development officers, Extension officers, Agricultural officers at Federal, State and Local Government Levels; National Emergency Management Authority (NEMA), State Emergency Management Authority (SEMA), NGOs, CBOs, and law enforcement agencies, etc.

**DURATION:** One week  
**DATE:** June 22 - 26, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **GENDER DEVELOPMENT AND EMPOWERMENT (ARM 308)**

**PREMISE:** Gender development and empowerment are germane in enhancing sustainable programmes. Development Practitioners have realized that their efforts have not been yielding the desired results in terms of sustaining developmental efforts and programmes. This is partly due to inadequate consideration given to gender issues in development. In order to promote and ensure sustainable development in our various communities, the needs, problems and concerns of women and men must be harnessed for optimum results to be achieved.

**OBJECTIVES:** This programme, therefore, is aimed at equipping men and women with the skills needed to understand and manage gender issues in the context of social and economic development. At the end of the course, participants will be able to:

- ◆ explain the concept of gender development;
- ◆ identify gender issues in the Agricultural and Rural Development sector;
- ◆ analyse gender disaggregated data; and
- ◆ adopt strategies for the empowerment of disadvantaged groups.

**CONTENT:**

- ◆ Overview of Gender and Development.
- ◆ Addressing Gender Issues in Management.
- ◆ Gender Analysis Tools.
- ◆ Gender, population and development.
- ◆ Gender and Sustainable Development.
- ◆ Gender and ICT
- ◆ Interpersonal Skills.
- ◆ Gender, Vulnerable Groups and Advocacy.

**TRAINING METHODS:** Lecturettes, exercises, case studies and group discussions.

**WHO SHOULD ATTEND?** Development Officers/ Practitioners in the Federal and State Ministries, Local Government, Research Institutes, Universities, Polytechnics, Colleges of Education, NDDC, NGOs, CBOs and Faith-Based Organisations.

**DURATION:** One week  
**DATE:** June 22 - 26, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **TRAINING WORKSHOP ON RURAL ENTERPRISE DEVELOPMENT AND MANAGEMENT (ARM 201)**

**PREMISE:** Rural enterprise development is an intervention aimed at stimulating investment for sustainable agribusiness enterprises. Rural enterprise development improves livelihoods, increases incomes of the poor and enhances opportunities for decent employment generation. However, the present situation in our rural communities epitomizes poverty, poor entrepreneurial skills, an underdeveloped market, and poor institutional support. The need therefore arises to identify the various rural potentials and investment opportunities in order to transform the agro-ecological zones (in Nigeria) and the livelihood of the rural community.

**OBJECTIVES:** This training workshop is designed to enhance the knowledge and skills of participants in the development and management of various rural enterprises for employment generation and poverty reduction. At the end of the training programme, participants will be able to:

- ◆ describe the concept of rural enterprise;
- ◆ identify potential financial linkages and resources for supporting rural enterprises; and;
- ◆ develop enterprise plans.

### **CONTENT:**

- ◆ Potentials of rural enterprise development and management.
- ◆ Enterprise identification and selection.
- ◆ Record keeping for enterprise development.
- ◆ Enterprise product marketing.
- ◆ Micro-finance institutions and development of rural enterprise.
- ◆ Group formation, mobilization and management.
- ◆ Fund mobilization and management for rural enterprise.
- ◆ Participatory monitoring & evaluation for rural enterprise management.

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions, etc.

**WHO SHOULD ATTEND?** Business and Enterprise development officers in agricultural and rural development programmes, Commercial Agricultural Development Programmes, Poverty alleviation/eradication programmes, National Directorate of Employment, Finance Institutions, NGOs/CBOs, Cooperatives and private organisations.

**DURATION:** One week  
**DATE:** June 22 - 26, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **FINANCIAL MANAGEMENT FOR HEADS OF ACCOUNT DEPARTMENT AND UNITS (ARM 349)**

**PREMISE:** Public and private sector organisations face an acute shortage of funds, and this results in unpaid claims, salaries, increasing debts on overhead expenses and poorly maintained infrastructure. Therefore, the heads of accounts require special skills to manage better with less.

**OBJECTIVES:** This course is, designed to enhance the skills and knowledge of participants in managing financial resources effectively. At the end of the course, participants will be able to:

- ◆ discuss the concept of financial management;
- ◆ develop appropriate cost control measures in organizations;
- ◆ design internally generated revenue strategies;
- ◆ adopt due process in budget implementation; and
- ◆ apply an electronic payment system.

**CONTENT:**

- ◆ Overview of financial management.
- ◆ Constraints to the implementation of IFRSs and IPSASs.
- ◆ Cost control and cost reduction techniques.
- ◆ Auditing and financial monitoring.
- ◆ Value for money contract management.
- ◆ Due process in Budget implementation and contract management.
- ◆ Accountability and transparency.
- ◆ Strategies for internally generated revenue.
- ◆ Managing interpersonal relationships.
- ◆ Electronic payment system (e-payment).

**TRAINING METHODS:** Lecturettes, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Heads of Finance and Accounts, Administration and Supplies departments and Internal Audit units in public and private sector organizations.

**DURATION:** One week  
**DATE:** June 22 – 26, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **MANAGEMENT SKILLS DEVELOPMENT FOR WOMEN IN LEADERSHIP POSITIONS (ARM 402)**

**PREMISE:** Some women in Nigeria are in leadership positions. More of them are currently entering into the leadership cadres, while more are expected to take up leadership roles in various spheres of life. Studies have, however, shown that some of the factors which inhibit women from performing creditably well as leaders arise from their inability to assert themselves and interact effectively with others. There is therefore, the need to equip women with the required skills that will enable them to effectively cope with the challenges of leading and performing as leaders.

**OBJECTIVES:** This workshop is designed to provide women in leadership positions with the necessary skills for effective leadership.

At the end of this workshop, participants will be able to:

- ◆ describe the basics of leadership;
- ◆ acquire skills for an effective leadership style;
- ◆ engage in effective communication strategies;
- ◆ exhibit confidence in decision-making processes; and
- ◆ manage challenges in the workplace.

**CONTENT:**

- ◆ Basic Gender Concepts and Issues.
- ◆ Leadership Styles and Skills.
- ◆ Building Alliances in Advocacy.
- ◆ Assertiveness Skills for Women Leaders.
- ◆ Gender Consideration in Management.
- ◆ Creating a Positive Self-image.
- ◆ Managing Conflict between Work and Home.
- ◆ ICT Skills Development.
- ◆ Effective Time Management Skills for Women.

**TRAINING METHODS:** Lecturettes, exercises, group discussion, role plays and case studies.

**WHO SHOULD ATTEND?** Women Leaders, Managers and Supervisors, Ministries of Women Affairs at the Federal, State and LGA levels, Universities, Polytechnics, Colleges of Education, and other higher institutions, NGOs, CBOs and Faith-Based Organizations.

**DURATION:** One week

**DATE:** June 29 – July 3, 2026

**VENUE:** Abuja

**CHARGES:** ₦180,000.00

### **TRAINING WORKSHOP ON FARMERS BUSINESS SCHOOL (FBS) (ARM 273)**

**PREMISE:** Agricultural development over the years has focused mainly on a number of activities in order to improve farm productivity. In the same vein, farmers are seen as mainly producers and not entrepreneurs. The Farmers Business School concept focuses on improving farmers' business skills as an important prerequisite for the adoption of improved technology and investment in Agricultural production. However, ARMTI's experience reveals that focusing on productivity alone may not translate to significant income for the farmers. Hence, a comprehensive adult learning approach that targets changing the mindset of smallholder farmers in the aspect of market opportunities, improved productivity, family income, and nutrition are germane towards sustaining farmers' businesses, which is the goal of farmers' business school (FBS). It is therefore germane to enhance farmers' entrepreneurial skills in order to benefit from the numerous opportunities in Agriculture.

**OBJECTIVES:** This workshop is therefore designed to build the capacities of extension agents, grassroots development workers and smallholder farmers on the concept of farmers' business school (FBS). At the end of this workshop, participants will be able to:

- ◆ explain the concept of the farmers' business school;
- ◆ state principles of farming as a business;
- ◆ explore market opportunities; and
- ◆ demonstrate the ability to use FBS concept in Agricultural production.

**CONTENT:**

- ◆ Concept of Farmers Business School (FBS)
- ◆ Linking farmers to market
- ◆ Basic financial management
- ◆ Group dynamics
- ◆ Nutrition and Family Income
- ◆ Strategies in income diversification
- ◆ Farmers Organization Business Models
- ◆ Good Agricultural Practices (GAP)
- ◆ Gender Mainstreaming in FBS

**TRAINING METHODS:** Lecturettes, Case studies, group exercises and study visit.

**WHO SHOULD ATTEND?** Public and private sector extension agents, NGOs, Commodity groups with advisory services providers, Farmers associations and cooperatives, planning Officers and Farm Managers in Teaching, Research and Commercial farms in Universities, Officers in the ADPs, CADP and Fadama, Farm Managers / Specialists in Ministry of Agriculture, Breweries, Private Sector Agricultural and Agro - based establishments, Graduates of Agriculture, etc.

**DURATION:** One week

**DATE:** June 29 - July 3, 2026

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

## **TRAINING WORKSHOP ON MANAGING THE EFFECT OF CLIMATE CHANGE IN AGRICULTURE AND RURAL DEVELOPMENT (ARM 408)**

**PREMISE:** In recent decades, it has been observed that there is a rapid change in climatic conditions, and this has resulted in several negative effects on human activities and development, especially in agriculture and the environment. There is little awareness and understanding of the changing world in the rural areas where the majority of agriculture and rural development activities are carried out. Officers involved in agricultural and rural development activities do not have adequate capacity to inform and manage issues resulting from climate change. Thus, there is a need to equip them with the necessary knowledge and skills in managing the effects of climate change for the development of agriculture and the environment.

**OBJECTIVES:** This training workshop is aimed at equipping participants with the relevant knowledge and skills to create awareness as well as manage the effects of climate change in ARD. At the end of this training, participants will be able to:

- ◆ explain the concept and effect of climate change in ARD;
- ◆ discuss factors responsible for climate change;
- ◆ develop mitigation and adaptation strategies for managing the effects of climate change; and
- ◆ adopt best practices in managing the effects of climate change.

### **CONTENT:**

- ◆ Overview of climate change.
- ◆ Causes and effects of climate change in agricultural and environmental development.
- ◆ Mitigation and adaptation strategies to climate change.
- ◆ Environmental disaster risk management in agriculture and rural development.
- ◆ Natural resources management and biodiversity conservation.
- ◆ Appropriate methods in climate change management.
- ◆ Climate change and sustainable development.
- ◆ Gender issues in climate change.
- ◆ Geographical Information System (GIS) and climate change.

**TRAINING METHODS:** Lecturettes, group discussions, case studies, exercises etc.

**WHO SHOULD ATTEND?** Agricultural Development Officers, Environmental Protection Agencies, Agro-industrial Companies, Emergency Response Officers, Officers in National Parks and Gardens, Extension Officers, Finance Institutions, Insurance, Cooperatives, Community Development Officers, NGOs, NSREA and CBOs.

**DURATION:** One week

**DATE:** June 29 - July 3, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

## **TRAINING WORKSHOP ON SUSTAINABLE FISH FARMING (ARM 282)**

**PREMISE:** Fish farming is no longer just an option but a necessity in today's agricultural landscape, where the demand for fish continues to rise while fisheries decline. Fish farming has become one of the fastest-growing food production sectors in Nigeria and across the world, contributing significantly to food security, income generation, and employment opportunities. However, despite the sector's potential to address protein deficiency, reduce poverty, and stimulate economic growth, its development remains constrained by numerous challenges.

Rapid expansion of fish farming across the country has often occurred without corresponding attention to environmental sustainability, efficient farm management practices, or proper training of fish farmers. This has led to widespread inefficiencies, poor yields, fish diseases, water pollution, and depletion of natural resources. As demand for fish continues to rise due to population growth

and urbanization, there is an urgent need to transition from traditional, small-scale fish farming practices to more modern, efficient, and sustainable systems. Therefore, there is the need to build the capacity of participants with the skills and knowledge needed to adopt sustainable, environmentally-responsible, and economically-viable fish farming practices.

**OBJECTIVES:** This course is designed to equip participants with the requisite knowledge and practical skills required to establish and manage profitable fish farming enterprises. At the end of the training course, participants will be able to:

- ◆ explain the basic principles of fish farming in the agricultural economy;
- ◆ acquire practical skills in pond preparation, stocking, feeding and water quality management;
- ◆ apply effective methods for fish health management; and
- ◆ develop business-oriented strategies for marketing fish and fish products.

**CONTENT:**

- ◆ Introduction to aquaculture and fish farming systems.
- ◆ Pond/tank construction and farm design
- ◆ Fish seed sourcing and handling.
- ◆ Feed management and cost optimization.
- ◆ Water quality monitoring and management.
- ◆ Fish health management (common diseases and prevention).
- ◆ Growth performance monitoring and record keeping.
- ◆ Business and Marketing skills.
- ◆ Sustainable practices and integration with crop/livestock production.

**TRAINING METHODS:** Lecturettes, group discussion, demonstration, case studies and Field visit.

**WHO SHOULD ATTEND?** Smallholder farmers, Youths and women interested in agribusiness, Agricultural extension agents, Cooperatives and community-based organizations, Prospective entrepreneurs in aquaculture.

**DURATION:** One Week

**DATE:** June 29 – July 3, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

**TRAINING NEEDS ANALYSIS AND TRAINING PROGRAMME DESIGN  
(ARM 206)**

**PREMISE:** Interactions with organisations in the agricultural sector show that most of them have little return from their investments in training. Two major reasons account for the low returns: first is the failure to analyse training needs as a basis for giving training, while the second is the faulty design and inappropriate material development. These situations are traceable to low capability in identifying training needs and developing content and materials that facilitate effective learning.

**OBJECTIVES:** This course aims at developing and/or strengthening the skills which training and human resource development officers require to analyse training needs as well as develop training programmes and instructional materials. At the end of the course, participants will be able to:

- ◆ explain the concept of training needs analysis and programme design;
- ◆ prepare human resource development plans;
- ◆ apply adult learning principles to training programme design; and

- ◆ design a training programme.

**CONTENT:**

- ◆ Overview of training needs analysis and programme design.
- ◆ Training concept and its importance in ARD.
- ◆ Procedures and methods for conducting training needs.
- ◆ Adult learning principles and experiential approach to training.
- ◆ Programme and content development.
- ◆ Training Materials development.
- ◆ Preparation of training budget.

**TRAINING METHODS:** Lecturettes, discussions, case studies and practical exercises.

**WHO SHOULD ATTEND?** Training officers; human resource development officers; subject-matter specialists engaged in training functions; extension officers in public, private sectors and NGO's.

**DURATION:** One week

**DATE:** June 29 – July 3, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

### **WEB DESIGN AND CONTENT STRUCTURE FOR AGRIBUSINESS PROMOTION (ARM 327)**

**PREMISE:** Technology is something that keeps evolving and creating innovative ways to market businesses on the internet. The secret to success is in being useful, relevant, and unique. Current trend shows that future-minded companies and businesses are now increasingly investing in web development to meet the needs of their tech-savvy consumers. Therefore, developing an effective online presence is imperative for sustainable agribusiness growth. While business owners may focus on their social media pages, if their website has an inadequate user experience, their digital marketing efforts may not be effective. Hence, it is pertinent to understand the behaviour of modern consumer markets and develop web solutions that can produce optimum results.

**OBJECTIVES:** This workshop is designed to enhance the knowledge and skills of entrepreneurs to create websites. At the end of this course, participants will be able to:

- ◆ outline procedures in designing a website for business promotion;
- ◆ demonstrate ability to produce a web content structure for better User Experience (UX); and
- ◆ model web pages, generate and use forms for content.

**CONTENT**

- ◆ Introduction to Web Design and Development
- ◆ Web architecture
- ◆ Site plan and content strategy
- ◆ Databases for web development
- ◆ Webpages and posts
- ◆ Responsiveness and Device Compliance
- ◆ Plugins and add-ons
- ◆ Templates and Styling
- ◆ Graphics for web pages
- ◆ Content design and structures
- ◆ Web hosting and services

**TRAINING METHODS:** Lecturettes, demonstrations and hands-on practical exercises.

**WHO SHOULD ATTEND?** Community-based project facilitators, Information officers of ARD agencies, cooperatives, entrepreneurs, business advisors, content creators, extension officers and other Information professionals in NGOs/CBOs.

Note: Basic knowledge of computer is essential.

**DURATION:** One week  
**DATE:** June 29 - July 3, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦205,000.00

### **FEASIBILITY STUDY AND PROPOSAL WRITING IN AGRI-BUSINESS MANAGEMENT (ARM 244)**

**PREMISE:** An area of focus of governments and NGOs in Nigeria is the promotion of agricultural projects and small/medium enterprises (SMEs), as a vehicle for sustainable development. Consequently, SMEs Facilitators/Business Advisors, Agricultural Officers and Extension Officers are required to prepare and/or appraise projects. In addition, they are also expected to write proposals for financial/technical assistance. ARMTI's interactions with some SME facilitators have shown that many of the officers are not sufficiently equipped to prepare and appraise feasibility reports and proposals.

**OBJECTIVES:** This course is designed to improve the knowledge and skills of participants in preparing feasibility studies and proposals. At the end of the course, participants will be able to:

- ◆ state steps in conducting feasibility study;
- ◆ prepare an appropriate feasibility report and proposal; and
- ◆ appraise feasibility report and proposals.

**CONTENT:**

- ◆ Overview of SMEs in Nigeria.
- ◆ Project cycle/sequence.
- ◆ Project identification techniques.
- ◆ Operational feasibility analysis for projects.
- ◆ Project design logical framework.
- ◆ Cash/resource flow projection.
- ◆ Measures of project worth and viability.
- ◆ Feasibility report/proposal writing.
- ◆ Computer application for project feasibility analysis.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Agricultural and extension officers as well as business advisors in commercial and community banks, Central Bank of Nigeria, ADPs, IFAD sponsored projects, Ministries of Agriculture and Food Security, at Federal and State levels, Research Institutes, Niger Delta Development Commission (NDDC), state credit and property development corporations, NDE, NGOs, CBOs, Graduates of Agriculture, etc.

**DURATION:** One week  
**DATE:** July 6 - 10, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

## **SMALL AND MEDIUM ENTERPRISES CREATION FOR EMPLOYMENT GENERATION (ARM 313)**

**PREMISE:** Poverty is increasing due to the high rate of unemployment, especially among the youth in Nigeria. This has continued to pose difficult socio-economic problems. Small and medium enterprises play a critical role in the growth and development of the economy of a developing country. The eradication of absolute poverty could be addressed through the creation of small and medium enterprises to generate employment opportunities, thereby increasing the income level of the productive sector. However, there is inadequate entrepreneurial skills which had often contributed to low enterprise development.

**OBJECTIVES:** This course is designed to develop the knowledge and skills of potential and existing entrepreneurs to generate employment opportunities. At the end of the course, participants will be able to:

- ◆ describe the process of enterprise development;
- ◆ discuss small-scale investment options in the rural/ urban sectors;
- ◆ develop a business plan; and
- ◆ manage business enterprise effectively.

### **CONTENT:**

- ◆ Concept of small and medium enterprises.
- ◆ Potential contribution of SMEs to the economy.
- ◆ Feasibility study and business plan for sustainable enterprises.
- ◆ Sourcing for, gaining access to and utilizing funds.
- ◆ Marketing Development Strategies.
- ◆ Evaluating and mapping out the sustainability potentials.
- ◆ Human resource management in SMEs.

**TRAINING METHODS:** Lectures, exercises, case studies, group discussions and study visits.

**WHO SHOULD ATTEND?** Beneficiaries/participants of Poverty Alleviation/Eradiation Programmes, National Directorate of Employment, Income-generating programmes in the Ministry of Women Affairs at Federal and State levels, NGOs, CBOs, Entrepreneurs, young graduates and those about to retire from public and private sectors.

**DURATION:** One week

**DATE:** July 6 - 10, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

## **TRAINING ON MULTI-MEDIA PRODUCTION AND DIGITAL TECHNOLOGY FOR CONTENT DEVELOPMENT (ARM 202)**

**PREMISE:** The Significance of digital multimedia productions in human endeavours cannot be overemphasized. Globally, multimedia applications in training delivery, product demonstration, education, advertisement, public relations, sensitization and research evidence production have increasingly become inevitable in various aspects of life and business. It has been observed that multimedia produces a stronger impact on the sensual appeal of individuals than reading during the learning process, especially in this digitally transitioning world. However, general examination of field practices revealed that while learning and media resources officers may possess adequate knowledge of media technology and digital media platforms, there exist skill gaps in their applications for effective communication. Consequently, there is a need to train capacity developers, content developers and change agents to acquire the required skill set towards the development and deployment of digital multimedia to various target sectors.

**OBJECTIVES:** This course is designed to improve participants' skills in media design, content development design, production and applications for training and development. At the end of this course, participants will be able to:

- ◆ discuss the concept of quality media production;
- ◆ identify appropriate digital multimedia learning resources;
- ◆ develop skills in managing multimedia facility and audience; and
- ◆ produce multi-media content and digital presentations.

**CONTENT:**

- ◆ Introduction to Multimedia Technology
- ◆ Concept of Communications and General Digital Theatre Practice.
- ◆ Multi-media Types, Language and Use of Equipment.
- ◆ Basic Videography and Computer-Based Post Production.
- ◆ Script Writing and Digital content development
- ◆ Multimedia storage devices and data capturing/conversions.
- ◆ Digital Photography and Printing.
- ◆ Infographics design.
- ◆ Multi-Media Equipment Maintenance and Management.

**TRAINING METHODS:** Lectures, Discussions, Practicals, Exercises, Field Tests and Group Project.

**WHO SHOULD ATTEND?** Learning Resource Personnel, Media officers, Trainers, Public Relations Officers, Extension workers, Officers of Training Institutes, Producers of information/ educational video programmes in Local Government Areas, and Multimedia technical staff in health, education, social welfare institutions, web developers and content creators, media personnel in federal and state ministries and agencies, NGOs information and communications officers, government media and information aids, as well as centers for peace and crises management; etc.

**DURATION:** One week

**DATE:** July 6 – 10, 2026

**VENUE:** Ilorin

**CHARGES:** ₦205,000.00

### **EFFECTIVE RECORDS AND INFORMATION MANAGEMENT (ARM 108)**

**PREMISE:** The importance of records and information management in organisations cannot be overemphasized. This is particularly so in the face of wider use of modern information and communication technology. In spite of its importance, records and information management in most public and private sector organisations are poor and ineffective in keeping pace with modern organisational practices.

**OBJECTIVES:** This course is therefore designed to equip relevant officers with the knowledge and skills of effective records and information management. At the end of the course, participants will be able to:

- ◆ explain the principles of records and information management within organisational contexts;
- ◆ demonstrate the use of ICT tools for managing information; and
- ◆ design strategies for sustaining effective paperless records systems in workplaces.

**CONTENT:**

- ◆ Overview of information and communication technology.
- ◆ Management of a paperless office.
- ◆ Records management.
- ◆ Management of interpersonal relationships.
- ◆ ICT application to information management using appropriate software packages for:
  - Information storage and retrieval system.
  - Spreadsheet.
  - Database.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and hands-on exercises on a computer.

**WHO SHOULD ATTEND?** Heads, supervisors and staff of the records office and registry, administrative and executive officers, personal assistants and secretaries, and all other officers in charge of records and information management in both the public and private sectors.

**DURATION:** One Week

**DATE:** July 6 - 10, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦205,000.00

### **ICT APPLICATIONS IN HUMAN RESOURCE MANAGEMENT (ARM 426)**

**PREMISE:** Human Resource Managers need to develop a wide range of Information Communication Technology (ICT) skills and knowledge to drive performance and help their organisations achieve success, especially in an increasingly dynamic and challenging global environment. It has been observed that most human resource managers are not effectively utilizing ICT potentials to achieve the best global practices in management. Unfortunately, most managers in both private and public sectors are not adequately equipped with the requisite ICT skills to enable them to cope with emerging trends and perform effectively.

**OBJECTIVES:** This course therefore, will equip participants with the knowledge and skills on ICT required of human resource managers for effective decisions making. At the end of this course, participants will be able to use ICT to:

- ◆ carry out human resources planning using ICT;
- ◆ generate and establish human resource data bank;
- ◆ monitor human resource utilization; and
- ◆ evaluate workers performance.

**CONTENT:**

- ◆ An overview of ICT and human resource management.
- ◆ Human resource data management.
- ◆ Performance management.
- ◆ Human Resource Acquisition.
- ◆ ICT application in report writing and presentation.
- ◆ Effective use of E-mail and internet services.
- ◆ Managing interpersonal relationships.

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussion, and hands-on exercises.

**WHO SHOULD ATTEND?** Human resource managers and officers, staff welfare officers, employee development officers, training officers and administrative officers.

**DURATION:** One week

**DATE:** July 13 - 17, 2026

**VENUE:** Ilorin

**CHARGES:** ₦205,000.00

**APPLICATION OF STATISTICAL TOOLS FOR RESEARCH IN AGRICULTURAL AND RURAL DEVELOPMENT  
(ARM 258)**

**PREMISE:** Effective use of statistical tools has been identified as an imperative for successful research work. However, it has been observed that researchers have inadequate knowledge and skills to analyse the data in an acceptable format and are also not able to provide analysis that will meet the needs of its users.

**OBJECTIVES:** This course, therefore, is designed to equip research, related officers and planners on the use of various statistical tools for analysis and interpretation of results generated from data. At the end of the course, participants should be able to:

- ◆ identify the appropriate statistical technique to use for various forms of research data; and
- ◆ use an appropriate statistical application package for analysis and interpretation

**CONTENT:**

- ◆ Overview of research methods
- ◆ Introduction to statistical tools.
- ◆ Selection of appropriate statistical tools
- ◆ Creating a data file and data entry
- ◆ Data screening and cleaning
- ◆ Data Analysis using various packages:
  - Excel;
  - Statistical package for Social Scientists (SPSS); and
  - STATA
- ◆ Interpretation of Analysis
- ◆ Writing research report

**TRAINING METHODS:** Lecturettes, group discussions and hands-on exercises.

**WHO SHOULD ATTEND?** Research Managers/Officers in research institutes, Universities, Polytechnics, Colleges of Agriculture, Officers of Planning Research and Statistical Department in Federal/State Ministries and Agencies, as well as NGOs, CBOs and CBN and Private organisations.

**DURATION:** One week  
**DATE:** July 13 - 17, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦205,000.00

**TRAINING ON UTILIZATION OF INDIGENOUS KNOWLEDGE FOR AGRICULTURAL AND RURAL DEVELOPMENT SECTOR  
(ARM 274)**

**PREMISE:** The wealth of indigenous knowledge and technologies in rural areas of Nigeria present unique and inimitable opportunities for innovation to occur and significant avenues for growth. Several attempts have been made by the government to address poverty through development interventions, which often failed to utilize beneficial indigenous knowledge. Consequently, modern technologies have been used in situations where indigenous knowledge could have provided a better response. Nigeria is greatly blessed with various indigenous knowledge, which provides the basis for decision-making. Thus, developing nations need to properly harness and build all available and acceptable beneficial indigenous knowledge in the rural areas for sustainable development. However, there is a need to enhance the capacity of stakeholders with the necessary knowledge and skills on the use of beneficial indigenous knowledge in agricultural and rural development.

**OBJECTIVES:** This course is, therefore, designed to provide the requisite knowledge and skills for stakeholders in the agricultural and rural development sector with beneficial indigenous knowledge utilization. At the end of the course, participants will be able to:

- ◆ identify beneficial indigenous knowledge in ARD sector;
- ◆ utilize appropriate communication methods for effective transfer of innovation using beneficial indigenous knowledge; and
- ◆ apply indigenous knowledge farm management practices.

**CONTENT:**

- ◆ Concept of indigenous knowledge in ARD sector.
- ◆ Indigenous knowledge in crop production management.
- ◆ Indigenous knowledge in livestock production management.
- ◆ Gender issues in the application of indigenous knowledge.
- ◆ Indigenous knowledge in postharvest management.
- ◆ Conflict resolution in rural communities using indigenous knowledge.
- ◆ Approaches and methods for promoting indigenous knowledge in ARD

**TRAINING METHODS:** Lecturette, exercises, study visit and group discussions.

**WHO SHOULD ATTEND?** Development Officers from the Federal and State Ministries, Local Government, Research Institutes, extension officers, agricultural institutions, NGOs, CBOs and Faith-Based Organisations.

**DURATION:** One week  
**DATE:** July 13 - 17, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **REPORT AND MEMO WRITING (ARM 219)**

**PREMISE:** The importance of a well-written report and memo in an organisation cannot be overemphasized. The responsibilities of most managers and officers at all levels include providing feedback to management in the form of reports and memoranda. In spite of its importance, most officers have inadequate report-writing skills to enable them to carry out their assignments effectively.

**OBJECTIVES:** This course is therefore designed to provide the requisite knowledge and skills on report and memo writing. At the end of the course, participants will be able to:

- ◆ collect appropriate data for report and memo writing;
- ◆ prepare reports and memoranda;
- ◆ present clear and understandable reports;
- ◆ illustrate information through charts and diagrams; and
- ◆ apply ICT tools in preparing reports.

**CONTENT:**

- ◆ Overview of report and memo writing.
- ◆ Data collection for report and memo writing.
- ◆ Data processing and analysis.
- ◆ Writing short and long reports.
- ◆ Report presentation skills.
- ◆ Graphical aids to technical reports.
- ◆ ICT application for reporting and memo writing.

**TRAINING METHODS:** Lecturettes, group discussion, case studies and practical exercises.

**WHO SHOULD ATTEND?** Supervisory and Middle Level Managers, Executive Officers, PAs, Secretaries and all officers whose responsibilities involve report writing.

**DURATION:** One week  
**DATE:** July 13 - 17, 2026 (2nd Run)  
**VENUE:** Ibadan  
**CHARGES:** ₦180,000.00

### **EFFECTIVE INTERNAL AUDITING FOR ARD SECTOR AND FINANCIAL INSTITUTIONS (ARM 248)**

**PREMISE:** Generally, formal training often does not focus on internal auditing. Hence, most Internal Auditors are not sufficiently exposed to internal auditing techniques. In addition, computerization of accounts by organisations further demands specialized skills in carrying out internal audit functions. There is therefore, the need to enhance the knowledge and skills of Internal Auditors in both internal auditing and computer applications.

**OBJECTIVES:** This course is designed to improve the computer knowledge and skills of participants in performing internal auditing functions. At the end of the course, participants should be able to:

- ◆ describe the role of internal auditors in an organisation;
- ◆ plan, organise, implement and control audit programmes more effectively; and
- ◆ use computers in internal auditing functions.

**CONTENT:**

- ◆ Overview of internal audit.
- ◆ Auditing and financial monitoring.
- ◆ Internal audit reporting system and report writing.
- ◆ Stores and Asset verification methods.
- ◆ Fraud prevention and detection.
- ◆ Accountability and transparency.
- ◆ Managing interpersonal relationships in auditing processes.
- ◆ Due process in Budget implementation and contract management.
- ◆ Application of computers to internal auditing.

**TRAINING METHODS:** Lecturettes, group discussions and hands-on computer sessions.

**WHO SHOULD ATTEND?** Audit and Accounting Staff from the public and private sectors organisations including the ADPs, IFAD-sponsored projects, Fadama III, RTEP, CBARDP, CSDP, NACRDB, NPFS and NGOs, Ministries of Agriculture and Rural Development (MARD) at Federal and State levels, Research Institutes, Niger Delta Development Commission (NDDC), National Parks, Commercial and Micro-Finance Banks, and Audit firms.

**DURATION:** One week  
**DATE:** July 13 - 17, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **RISK ANALYSIS AND MANAGEMENT IN AGRIBUSINESS (ARM 249)**

**PREMISE:** Risk remains a potential hindrance to agribusiness investment and growth in developing economies. The importance of risk analysis and management in agribusiness cannot be undermined. Risk analysis and management empower agripreneurs to identify the types of risks businesses are exposed to, how to plan and manage them. It averts low yield, low quality, loss of market, low profit and increased unemployment; thereby ensuring sustainability of the business. However, there exists inadequate knowledge and skills in risk analysis and management amongst

agripreneurs. Therefore, there is a need to equip participants with appropriate knowledge and skills in risk analysis and management of agribusiness.

**OBJECTIVES:** This training workshop is designed to improve the knowledge and skills of participants in risk analysis and management of agribusiness. At the end of the workshop, participants will be able to:

- ◆ explain the concept of risk in agribusiness;
- ◆ analyse agribusiness risks;
- ◆ develop contingency plans for agribusiness sustainability; and
- ◆ apply strategies for managing agribusiness risks.

**CONTENT:**

- ◆ Overview of agribusiness risks.
- ◆ Data gathering for agribusiness risk analysis.
- ◆ Assessment of agribusiness environment.
- ◆ Identification and analysis of risks in agribusiness.
- ◆ Strategies for agribusiness risk management.
- ◆ Contingency planning for risk management.
- ◆ ICT application in risk management.

**TRAINING METHODS:** Lecturettes, group discussions, case studies, exercises, etc.

**WHO SHOULD ATTEND?** Agripreneurs, Farm Managers, Business Advisors, Extension Officers, Farm Project Officers, Agric. Finance Institutions, Officers from Bank of Industry (BOI), Bank of Agriculture (BOA), NAIC, NEMA, NDDC, Oil Companies and NGOs, etc.

**DURATION:** One Week

**DATE:** July 13 – 17, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

### **BASIC CONTRACT FARMING PRINCIPLE FOR SUSTAINABLE AGRIBUSINESS DEVELOPMENT (281)**

**PREMISE:** In Nigeria, the demand for locally processed products is growing; however, raw material is a major challenge for processing companies, and this translates into processing inefficiency and, subsequently, higher unit costs. Smallholder farmers in Nigeria, on the other hand, often suffer low yield, limited market access and unstable prices, all of which prevent beneficial investments. These factors contribute to a low standard of living and increased poverty in many rural areas of Nigeria. One of the viable and sustainable approaches to address the aforementioned challenges is the adoption of contract farming as an inclusive business model. Inclusive Contract Farming (ICF) is an inclusive business model and market system approach that links farmers to the market through the development of a business relationship between the agro-industries and smallholder farmers. The approach supports off-takers and smallholder farmers to become more competitive through increased productivity, reduced costs, improved turnover and regular supply of raw materials in the required quality and quantity. This course is therefore aimed at building the capacity of agripreneurs on inclusive contract farming as a business model.

**OBJECTIVES:** This workshop/course aims to equip participants with the basic knowledge of inclusive contract farming and its relevance in sustainable agribusiness development. At the end of the course, participants will be able to:

- ◆ explain inclusive contract farming (ICF) planning, implementation and management;

- ◆ develop an inclusive contract farming business model;
- ◆ identify opportunities to integrate youths, women and producers' organisations in contract farming; and
- ◆ analyse the business relationship between buyers/off-takers and smallholder farmers and provide recommendations to both parties to improve the arrangement.

## CONTENT

- ◆ Basic concept of contract farming as an inclusive business model.
- ◆ Conditions for success and risk of failure in contact farming
- ◆ Different models of contract farming.
- ◆ Youths and women's inclusiveness in the contract farming scheme.
- ◆ Farmers' group development.
- ◆ Typical contract specification and design.
- ◆ The role of producers' organisations in contract farming.
- ◆ CF Business model canvas
- ◆ Contract farming risk management
- ◆ Contract farming economics and finance
- ◆ CF negotiation
- ◆ ICT FOR CF
- ◆ Business Enabling Environment
- ◆ Contract specification (Practical presentation)

**TRAINING METHODS:** Interactive presentations of theory, reflection and discussions, application of learning through group discussions and exercises, case studies, role-play and study visit.

**WHO SHOULD ATTEND?** Officers in the Federal Ministry of Agriculture and Rural Development, and State Ministry of Agriculture, Planning and Research, Officers in the ADPs. Value chain Directors and Planning Specialists in NGOs, Managers of private agricultural development agencies, Farmers and farmers' organisations, financial institutions, Oil companies, Extension and service delivery companies, Graduates, NGOs, CBOs, BOI, BOA, NAIC, Agricultural estates managers, supply chain managers, etc.

**DURATION:** One week

**DATE:** July 20 - 24, 2026 (2nd Run)

**VENUE:** Abuja

**CHARGES:** ₦200,000.00

## **STRESS MANAGEMENT IN AGRICULTURE AND RURAL DEVELOPMENT ARM 229**

**PREMISE:** Stress in agriculture and rural development can arise from various sources, such as agricultural practices, climatic variability, market fluctuations, pests and diseases, limited access to financial resources, insecurity and other support services that have physical demands on farming activities. These stressors can lead to significant mental and physical health challenges for farming households and other stakeholders. It is therefore important to understand effective stress management and coping strategies that would enhance the well-being of the farmers and other rural workers in the *communities*. Hence, there is a need to equip agricultural professionals, small-holder farmers and rural communities in dynamic farming environments with practical techniques and coping strategies for managing stress.

**OBJECTIVES:** This course is designed to equip the participants with techniques and coping strategies for managing stress that affects agricultural professionals, smallholder farmers, and rural communities in dynamic farming environments. At the end of the course, participants should be able to:

- ◆ explain the concept of stress management in the ARD;
- ◆ describe the effect of stress on stakeholders in the ARD;
- ◆ develop skills and competencies for promoting well-being and resilience in ARD; and
- ◆ apply the coping strategies to real-life scenarios and case studies.

**CONTENT:**

- ◆ Concept of Stress in agriculture and rural development.
- ◆ Stressors and their effects.
- ◆ Stress Management strategies.
- ◆ Gender issues in stress management.
- ◆ Team building.
- ◆ Conflict resolution techniques.
- ◆ Coping mechanisms for stress.
- ◆ Financial Stress Management.
- ◆ ICT application to Stress Management
- ◆ Healthy Lifestyle practices
- ◆ Personal stress management plan.

**TRAINING METHODS:** Lectures, role-play, case studies, practical exercises, games, and group discussions.

**WHO SHOULD ATTEND?** Research Officers, Managers, Policymakers in ARD, Credit Officers, Creditors, Insurance Officers, Health Workers, Village Heads, Value Chain Facilitators, Law Enforcement Agencies, Transporters, Extension Agents and Advisors, Rural development professionals, Agripreneurs, Farmers and Agricultural workers.

**DURATION:** One Week

**DATE:** July 20 – 24, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

**PARTICIPATORY MANAGEMENT OF COMMUNITY DEVELOPMENT  
GROUPS/COMMUNITY-BASED ORGANIZATIONS IN ARD PROJECTS  
(ARM 350)**

**PREMISE:** Over the years, government and development agencies have been promoting groups (either as Community-Based Organisations or Community Development Associations) in order to strengthen the collective self-help capacity of rural dwellers, especially the vulnerable groups. These groups/associations have been accepted as a reliable vehicle for sustainable rural development. Hence group approach has been adopted in implementing grassroots programmes such as Fadama, CBARDP, CSDP and other projects adopting the CDD approach for implementation. However, these groups/ associations, if not well managed, can mar the delivery of development services provided through the projects and financial institutions.

**OBJECTIVES:** This course is designed to strengthen rural institutions by facilitating the establishment and management of functional groups/associations in project communities to drive the development process at the community level. At the end of the course, participants should be able to:

- ◆ identify the potentials of groups/CDAs in ARD programme implementation;
- ◆ increase people's participation in service delivery at the local level;

- ◆ form viable and sustainable community project implementation committees; and
- ◆ develop the capacity of group members to manage the group effectively.

**CONTENT:**

- ◆ Roles and responsibilities of community groups in ARD Projects.
- ◆ Empowering community socio-economic institutions.
- ◆ Formation and management of the community project implementation Committee.
- ◆ Team Building.
- ◆ Conflict Management and Negotiation Skills.
- ◆ Participatory leadership skills.
- ◆ Planning of community projects.
- ◆ Financial record keeping.
- ◆ Organisation and administration of CBOs/Associations.

**TRAINING METHODS:** Lecturettes, brainstorming, group discussions and case studies.

**WHO SHOULD ATTEND?** Community-based project facilitators, CDD team members, CBOs/CDAs leaders, community animators, and staff of ARD agencies (Fadama III AF, VCDP, CSDP, IFAD-CASP, NDDC), the Ministry of the Niger Delta, including community development Units of Oil and Gas companies.

**DURATION:** One week

**DATE:** July 20 - 24, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

### **WORKSHOP ON AGRO-BASED ENTERPRISE PROMOTION AND DEVELOPMENT (ARM 315)**

**PREMISE:** Enormous agricultural and agro-based opportunities abound in the rural areas of Nigeria to generate income and rural employment. However, most of these opportunities are not fully tapped. Hence, the widespread and severity of poverty among rural inhabitants. Against this background, agro-based and off-farm employment opportunities present a viable and formidable option to alleviate poverty in Nigeria. Incidentally, these opportunities have not been fully exploited due to a lack of awareness.

**OBJECTIVES:** This workshop is designed to expose participants to various agro-based investment opportunities in the rural sector. At the end of the workshop, participants should be able to:

- ◆ identify and develop agro-based investment opportunities in the rural areas;
- ◆ determine economically feasible and sustainable enterprises; and
- ◆ facilitate the planning and operation of agro-based enterprises.

**CONTENT:**

- ◆ Role of agro-based enterprises in poverty alleviation/ eradication.
- ◆ Enterprise identification and selection.
- ◆ Assessment of enterprise viability and feasibility.
- ◆ Sourcing and managing investment funds.
- ◆ Management of agro-based enterprises.
- ◆ Enterprise sustainability.
- ◆ Gender consideration in enterprise promotion and development.

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions, and study visits.

**WHO SHOULD ATTEND?** Business and Enterprise development officers in Community Development Programmes, Poverty Eradication Programmes, National Directorate of Employment, Financial Institutions, NGOs/CBOs, Cooperative and Private organisations that wish to exploit poverty eradication opportunities through agro-based enterprises.

**DURATION:** One week  
**DATE:** July 20 - 24, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

## **PARTICIPATORY METHODOLOGIES IN AGRICULTURAL EXTENSION MANAGEMENT (ARM 241)**

**PREMISE:** Participatory approach in agricultural extension services delivery has long been recognised by all stakeholders in the country's agricultural system. The actors involved in the process - farmers, extension staff, researchers, and input providers - have unique roles to play and tasks to perform. However, there is a need to harmonise these roles and tasks through participatory planning and decision-making processes. ARMTI's observation shows that participatory skills and tools required by different actors in the field are still inadequate, hence the need to mount this training programme.

**OBJECTIVES:** The workshop is designed to equip agricultural extension officers, input providers, planners and research scientists with techniques to ensure active participation of all stakeholders in agricultural programmes. At the end of the workshop, participants should be able to:

- ◆ apply participatory methodologies in identifying technology needs of farm families;
- ◆ involve all stakeholders in the agricultural technology development process; and
- ◆ apply acquired skills to facilitate learning and action among grassroots community members.

**CONTENT:**

- ◆ Overview of Research Extension Farmer Input Linkage System (REFILS).
- ◆ Concept of participation in the development process.
- ◆ Participatory extension methods and tools.
- ◆ Stakeholders' analysis for extension programme.
- ◆ Facilitation skills for extension activities.
- ◆ Participatory farmers' group formation and management.
- ◆ Gender consideration in participatory extension programming.
- ◆ Participatory methodologies in the technology development process.
- ◆ Participatory monitoring and evaluation of extension services.

**TRAINING METHODS:** Lecturettes, brainstorming, group discussions, exercises, role-plays, case studies and study visits.

**WHO SHOULD ATTEND?** Facilitators, Extension and Development Officers in Fadama, CBARDP, NPFS, CSDP, Planners, Input providers and Research Scientists in both public and private sector organisations, including the NGOs, CBOs, Community Development Units of NDDC and Oil and Gas Companies.

**DURATION:** One week  
**DATE:** July 27 – 31, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **TRAINING WORKSHOP ON POST-HARVEST MANAGEMENT OF AGRICULTURAL PRODUCE (ARM 322)**

**PREMISE:** Postharvest activities are important components of agricultural commodity value chains. They reduce waste; promote import substitution, food security, employment generation, wealth creation, human capital development, as well as security of human life and property. However, studies have reported that there is a high rate of post-harvest loss (60%) for perishable crops in Nigeria (APP, 2016). This may be attributed to inadequate knowledge and skills required for post-harvest handling of agricultural produce. Therefore, there is a need to enhance the capacity of value chain actors in post-harvest management of agricultural produce.

**OBJECTIVES:** This training workshop is designed to equip participants with the relevant knowledge and skills required in post-harvest management of agricultural produce. At the end of the workshop, participants will be able to:

- ◆ explain the concept of post-harvest management;
- ◆ discuss strategies for post-harvest management;
- ◆ identify quality control measures for post-harvest processes; and
- ◆ optimise the use of resources for agro-processing.

### **CONTENT**

- ◆ Concept of post-harvest management of agricultural produce.
- ◆ Appropriate and adaptive processing technology at a small scale level.
- ◆ Strategies for Post-Harvest Handling.
- ◆ Agricultural Produce Marketing.
- ◆ Food safety Management System (GAP, GHP, etc.)
- ◆ Agricultural Post-harvest Waste Management.
- ◆ Sourcing and Management of Fund for Agro-processing.
- ◆ Gender Roles in Post-harvest Management

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions and study visits.

**WHO SHOULD ATTEND?** Business / Enterprise development officer in agricultural rural development programmes, Agripreneurs, Commercial Agricultural Development, Quality Control Officers in private and public organisations, Poverty alleviation/eradication programmes, Agricultural extension officers, NGOs/CBOs, and Cooperative societies.

**DURATION:** One Week

**DATE** July 27 - 31, 2026 (1st Run)

**VENUE:** Kaduna

**CHARGES:** ₦200,000.00

## **APPLICATION OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) FOR AGRICULTURE AND RURAL DEVELOPMENT PROGRAMMES (ARM 246)**

**PREMISE:** Information and Communication Technology (ICT) involve the use of computers and communication facilities, which enable the processing and storage of vast amounts of information, along with rapid distribution. However, most agricultural and rural development managers have inadequate knowledge and skills required for making effective use of the modern ICT.

**OBJECTIVES:** This course is therefore designed to enhance the knowledge and skills of senior/middle managers to effectively apply ICT tools for managing information. At the end of the course, participants will be able to:

- ◆ discuss the role of modern ICT in agricultural and rural development;
- ◆ explain fundamental principles in ICT.
- ◆ apply modern ICT facilities in agricultural and rural development; and
- ◆ Operate multimedia data equipment effectively.

**CONTENT:**

- ◆ Elements of Information and Communication Technology (ICT).
- ◆ Role of modern ICT in agricultural and rural development.
- ◆ Use of Personal computer software applications:
- ◆ Use of ICT facilities: Internet, World Wide Web, E-mail and Webpage development tools.
- ◆ Use of a multi-media data projector.

**TRAINING METHODS:** Lecturettes, demonstrations and practical exercises.

**WHO SHOULD ATTEND?** Senior/Middle Managers from the public and private organisations, including Research Scientists, Extension Officers, Officers of PRSD (from both the Federal and State Ministries of Agriculture and Rural Development), LG, NGOs, CBOs, Librarians, Technical Editors and other Information professionals.

Basic knowledge of computers is essential.

**DURATION:** One Week

**DATE:** July 27 - 31, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦205,000.00

### **EFFECTIVE MANAGEMENT OF MICRO-CREDIT AND FINANCE SCHEMES (ARM 334)**

**PREMISE:** ARMTI's studies on Micro-Finance Institutions (MFIs) in Nigeria revealed deficiencies in savings mobilisation, funds management and general management practices. Experiences from these studies show that a sizeable amount of funds could be pooled through effective mobilisation and management of thrift and loan organisations as well as grassroots finance and credit schemes. With appropriate management skills, such pooled funds can be efficiently employed to establish income-generating activities for poverty eradication

**OBJECTIVES:** This course aims to improve the knowledge and skills of participants in funds mobilisation and management of rural credit schemes. At the end of the course, participants will be able to:

- ◆ explain current development concepts in micro-credit and finance schemes;
- ◆ identify constraints in the appraisal and administration of micro-credit and savings schemes;
- ◆ proffer solutions to identified problems and constraints; and
- ◆ apply improved skills and techniques in managing credit and savings schemes.

**CONTENT:**

- ◆ The role of micro-credit and financial institutions in rural development.
- ◆ Comparative review of Nigeria and other countries' experiences in rural credit management.
- ◆ Group mobilisation and management for effective savings and credit delivery.
- ◆ Project appraisal for credit approval.
- ◆ Gender considerations in micro-credit management.
- ◆ Participatory strategies in credit delivery.

**TRAINING METHODS:** Lecturettes, case studies, study visits, group discussions and exercises.

**WHO SHOULD ATTEND?** Relevant officers from CBN, NACRDB, Micro-finance Banks, NGOs, Poverty Eradication Programmes/Agencies, Rural-based small-scale lending agencies and institutions, Commercial/Extension Departments of ADPs, IFAD-supported projects, Federal and State Ministries of Agriculture, Leaders of cooperative groups and cooperative officers in Federal and States Ministries of Finance and Cooperatives, Finance Institutions and Community Development outfits of the Oil Companies, NDDC etc.

**DURATION:** One week  
**DATE:** August 3 – 7, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **MANAGEMENT SKILLS DEVELOPMENT PROGRAMME FOR BUSINESS ADVISORS ON SMALL AND MEDIUM SCALE ENTERPRISES (ARM 269)**

**PREMISE:** Small and Medium-Scale Enterprises (SMEs) contribute significantly to improving socio-economic well-being by increasing the productivity and income of the people. These also provide an excellent opportunity for maximising the use of local resources and minimising problems of unemployment by stimulating economic activities. However, most of the existing enterprises run into problems partly due to inadequate management skills. This has placed enormous challenges on business advisors/extension officers who are being called upon to assist in strengthening the capability of the entrepreneurs.

**OBJECTIVES:** This course will improve the knowledge and skills of small and medium-scale business advisors, so as to provide advisory services for SMEs in order to perform optimally. At the end of the course, participants will be able to:

- ◆ identify viable small and medium-scale enterprises;
- ◆ diagnose and proffer solutions to enterprise challenges;
- ◆ compile business records; and
- ◆ manage enterprise operation.

**CONTENT:**

- ◆ Generating business ideas for enterprise development.
- ◆ Diagnosing enterprise problems.
- ◆ Sourcing and managing enterprise funds.
- ◆ Managing marketing operations.
- ◆ Record keeping for small business.
- ◆ Asset management.
- ◆ Human resource management.
- ◆ Communication and facilitation skills.

**TRAINING METHODS:** Lectures, exercises, case studies, group discussions and study visits.

**WHO SHOULD ATTEND?** Business Advisors/Project Officers on SME entrepreneurs, Non- Governmental Organisations (NGOs), Local Governments, Donor Assisted Projects, Leaders of Cooperative groups and Cooperative officers.

**DURATION:** One week  
**DATE:** August 3 - 7, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **EXTENSION MANAGEMENT FOR FISHERIES DEVELOPMENT (ARM 352)**

**PREMISE:** Nigeria requires about 2.3 million metric tonnes of fish and fisheries products for the good of food security. This opportunity has led to a huge gap between present production and harvestability. Fish and Fisheries remain the most affordable and major sources of health at the recommended 19 kg/capita consumption/year by FAO to enhance the attainment of animal protein, contributing about 40% of animal protein intake of Nigerians, especially the rural poor. The under-utilisation potential in fisheries, a situation which is partly attributable to weak extension management systems in the fisheries subsector.

**OBJECTIVES:** This course is therefore designed to equip participants with relevant knowledge and skills necessary for facilitating fishery farmers to boost production with a view to ensuring food security and enhanced livelihood. At the end of the course, participants will be able to:

- ◆ describe the concept of agricultural extension in fisheries management;
- ◆ identify the roles of extension in fisheries management;
- ◆ Use the appropriate extension approaches and methods for fishing systems;
- ◆ select appropriate fisheries technologies that can boost production; and
- ◆ provide advisory services to enhance fisheries production and activities.

**CONTENT:**

- ◆ An overview of the performance of the fishery sub-sector.
- ◆ problems facing fishery development in Nigeria.
- ◆ Planning fisheries extension programs.
- ◆ Management of fishponds.
- ◆ Group mobilisation and formation in fisheries management.
- ◆ Gender issues in fisheries management.
- ◆ Measuring fisheries extension performance.
- ◆ Environmental issues in fisheries development.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and study visits.

**WHO SHOULD ATTEND?** Extension Officers and Managers from Federal and State Ministries, ADPs, CADPs, Fadama, Research Institutes, NGOs, CBOs, FBOs, oil and gas companies, NDDC, NAPEP, NDE and officers of fisheries cooperative societies and private organisations.

**DURATION:** One week

**DATE:** August 3 - 7, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

**ORGANIZATION AND MANAGEMENT OF RURAL COOPERATIVES FOR POVERTY  
ALLEVIATION PROGRAMMES  
(ARM 216)**

**PREMISE:** Revitalising agriculture and bringing it back to its past glory has been at the centre of various government programs aimed at improving the living conditions of the rural populace. Recent studies at ARMTI have revealed that rural cooperative members do not optimise the use of resources through economies of scale. Consequently, the cooperative societies have not been able to acquire assets and expand enterprise base to ensure employment generation and wealth creation. Therefore, the capacity of extension staff, grassroots facilitators and change agents should be strengthened in order to provide advisory services and equip cooperators with the necessary skills to achieve their development goals.

**OBJECTIVES:** This course is designed to improve the knowledge and skills of participants in the organisation and management of rural cooperative societies. Specifically, at the end of the course, participants will be able to:

- ◆ explain the concept of Rural cooperative society and its management;
- ◆ discuss the benefits of organising rural communities into cooperative societies;
- ◆ identify the constraints militating against effective management of rural cooperative societies in Nigeria;
- ◆ facilitate access to external support for their various projects; and
- ◆ manage cooperative enterprises.

**CONTENT:**

- ◆ Cooperatives and Community Development.
- ◆ Determining and analysing cooperative needs.
- ◆ Developing and managing cooperative enterprises.

- ◆ Negotiation skills in cooperative development.
- ◆ Organising Gender and Vulnerable groups into Cooperative Societies.
- ◆ Planning and Executing Rural Group Projects.
- ◆ Sourcing and managing cooperative funds.
- ◆ Conflict management.
- ◆ Effective skills in record keeping.

**TRAINING METHODS:** Lecturettes, discussions, group exercises, role-play and study visit.

**WHO SHOULD ATTEND?** Cooperative Officers from Federal and State Ministries of Agriculture, Commerce, Women Affairs and Local Government Service Commissions, Community Development Officers, ADPs, FADAMA III AF, Agricultural Officers, Development Workers at the Local Government and Area Councils, Coordinators of Public and Private Sector Organisations involved in grassroots development, Oil Companies, NGOs, CBOs and CSOs

**DURATION:** One week

**DATE:** August 3 - 7, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

## **MANAGEMENT OF AGRICULTURAL COMMODITY VALUE CHAIN FOR AGRIBUSINESS (ARM 255)**

**PREMISE:** The enormity of varieties of agricultural commodities in Nigeria cannot be overemphasised. Agricultural commodities such as oil palm, cocoa, groundnut, rice, maize, wheat, soybean, cassava, sweet potato, cattle, fish, poultry, etc. have potential that could be developed into value chains. Agricultural Commodity Value Chain Development (AVCD) enhances local and foreign investments into inputs, agricultural commodity production, transportation, processing, warehousing and marketing. This provides agribusiness opportunities for wealth creation, employment generation, income generation, poverty reduction and food security amongst others. However, the National Baseline Study of ARMTI on AVCD in 2012/13 shows that there are no established agricultural value chains in Nigeria and that various agro-ecological zones are endowed with different agricultural commodities that could be developed into value chains. Hence, there is a need to fully utilise these opportunities.

**OBJECTIVES:** This course is designed to enhance the participants' various AVCD knowledge and skills that will enable them to utilise, develop and manage various agribusiness opportunities along the value chains. At the end of the course, participants will be able to:

- ◆ explain the concept of Agricultural Commodity Value Chain Development (AVCD) and its importance for agribusinesses;
- ◆ identify various agricultural commodity value chains and agribusiness opportunities in different agro-ecological zones;
- ◆ describe the roles and responsibilities of various stakeholders involved in AVCD; and
- ◆ acquire knowledge and skills necessary for empowering and developing value chains effectively.

### **CONTENT:**

- ◆ Overview of AVCD for agribusiness opportunities.
- ◆ Agricultural commodity value chains and agribusiness opportunities in different agro-ecological zones.
- ◆ Mapping and analysing the economic sustainability of a value chain.
- ◆ Prioritising the value chain.
- ◆ Strategies for chain empowerment.
- ◆ Gender and vulnerable group issues in AVCD.
- ◆ Linking stakeholders to the market.
- ◆ Agricultural commodity value chain financing.
- ◆ Monitoring and evaluation in AVCD.

**TRAINING METHODS:** Lecturettes, exercises, case studies and group discussions.

**WHO SHOULD ATTEND?** Extension Agents, Business and Enterprise Development Officers in Agricultural and Rural Development Programme, Facilitators of Commercial Agricultural Development Programme (CADP), Value Chain Development Programme (VCDP), FADAMA, National Directorate of Employment and other jobs/employment creation organisations, RUFIN, Poverty Alleviation/Eradication Programmes such as NAPEP, Financial Institutions, NGOs/CBOs, Cooperative Societies and private organisations.

**DURATION:** One week

**DATE:** August 10 - 14, 2026 (2nd Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

### **AGRICULTURAL VALUE CHAIN FINANCING FOR MANAGERS IN THE ARD SECTOR AND FINANCIAL INSTITUTIONS (ARM 205)**

**PREMISE:** Agriculture remains one of the most viable and sustainable means of alleviating poverty, but a shortage of finance is a major constraint to its contribution to economic development. Indeed, most agricultural activities are excluded from a formal source of funding. However, efforts by the government and NGOs to fund agriculture have not yielded the desired results because the funds to the sector are not properly focused and directed. Value chain financing in agriculture offers an opportunity to increase the scope and reduce the cost and risk of financing for agriculture. It also helps agricultural financing to be more inclusive by making resources available to smallholders and for agriculture to be integrated into higher-value market opportunities. However, managers in ARD and other finance institutions have inadequate skills in agricultural value chain financing.

**OBJECTIVES:** This course is designed to improve the knowledge and skills of the participants in the agricultural value chain financing. At the end of the course, participants will be able to:

- ◆ explain value chain financing concepts in the ARD sector/financial institutions;
- ◆ identify financial opportunities to strengthen value chains in the organisations;
- ◆ discuss innovations for commodity value chain financing;
- ◆ facilitate risk reduction strategies and access to finance/credit in commodity value chain development; and
- ◆ apply value chain principles in designing financial products to meet the needs of various actors in the value chain.

**CONTENT:**

- ◆ Overview of value chain Finance (AVCF) in agriculture.
- ◆ Agricultural value chain (AVC) Analysis.
- ◆ Interpreting AVC Enterprise Financials.
- ◆ Common Approaches to Financing the Agricultural Value Chain.
- ◆ Opportunities in Agricultural Asset, Infrastructure & Mechanisation Finance.
- ◆ Collateral & Guarantee Schemes.
- ◆ Risk & Mitigation for AVCF.
- ◆ Business Models for AVCF.
- ◆ The role of ICT in agricultural value chain financing.
- ◆ Analysing cost margin and income distribution in AVCF.
- ◆ Enterprise implementation, monitoring and evaluation of value chain finance.

**TRAINING METHODS:** Lecturettes, group discussions, case studies, exercises, etc.

**WHO SHOULD ATTEND?** Farm Managers and Finance Managers in the ARD sector; Operation Managers, Accountants, Credit Officers, Risk Managers, Internal Auditors, Relationship Officers, other professionals in Bank of Agriculture and other financial Institutions; Extension/Field officers of Community Development Units of Oil companies, etc.

**DURATION:** One week  
**DATE:** August 10- 14, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **AGRICULTURAL BUSINESS PLANNING AND IMPLEMENTATION MANAGEMENT (ARM 211)**

**PREMISE:** Agricultural business needs to put in place a system for effective planning and implementation. For the achievement of poverty reduction strategies, all new projects for agricultural and rural development require identification and planning skills. On-going ARD projects on their part require the requisite skills for effective implementation to ensure project sustainability. The success of ARD projects demands emphasis on the capacity building of managers in this sector of the economy.

**OBJECTIVES:** The main objective of this course is to increase and enhance participants' understanding of the concepts and techniques employed in modern planning and implementation of agricultural businesses. At the end of the course, participants will be able to:

- ◆ identify appropriate agribusiness enterprise for policy formulation;
- ◆ design feasible and viable projects/business plan;
- ◆ arrange project activities (sequentially), for effective implementation;
- ◆ use project resources effectively and efficiently; and
- ◆ write appropriate business plan reports.

**CONTENT:**

- ◆ Overview of management principles.
- ◆ The project sequence/cycle.
- ◆ Data gathering for project design.
- ◆ Project logical framework design.
- ◆ Projection of project's cash/resource flow.
- ◆ Measure of project/business worth/viability.
- ◆ Network analysis for project implementation (with microcomputer application).
- ◆ Sustainability monitoring and evaluation for projects.
- ◆ Project/Business plan report writing.

**TRAINING METHODS:** Lecturettes, group discussions and exercises, study visit and case studies.

**WHO SHOULD ATTEND?** Officers responsible for planning in PRSD of the Federal Ministry of Agriculture and Rural Development, and State Ministry of Agriculture, Planning and Research Officers in the ADPs. Project Directors and Planning Specialists in NGOs, and agricultural desk officers in Banks, Managers of private agricultural development agencies, etc.

**DURATION:** One week  
**DATE:** August 10 - 14, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **EFFECTIVE RECORDS AND INFORMATION MANAGEMENT (ARM 108)**

**PREMISE:** The importance of records and information management in organisations cannot be overemphasised. This is particularly so in the face of wider use of modern formation and communication technology. In spite of its importance, records and information management in most public and private sector organisations are poor and ineffective in keeping pace with modern organisational practices.

**OBJECTIVES:** This course is therefore designed to equip relevant officers with the knowledge and skills of effective records and information management. At the end of the course, participants will be able to:

- ◆ explain the principles of records and information management within organisational contexts;
- ◆ demonstrate the use of ICT tools for managing information; and
- ◆ design strategies for sustaining effective paperless records systems in workplaces.

**CONTENT:**

- ◆ overview of information and communication technology.
- ◆ Management of a paperless office.
- ◆ Records management.
- ◆ Management of interpersonal relationships.
- ◆ ICT application to information management using appropriate software packages for:
  - Information storage and retrieval system.
  - Spreadsheet.
  - Database.

**TRAINING METHODS:** Lectures, group discussions, case studies and hands-on exercises on a computer.

**WHO SHOULD ATTEND?** Heads, supervisors and staff of the records office and registry, administrative and executive officers, personal assistants and secretaries, and all other officers in charge of records and information management in both the public and private sectors.

**DURATION:** One Week  
**DATE:** August 10 - 14, 2026 (2nd Run)  
**VENUE:** Kaduna  
**CHARGES:** ₦205,000.00

### **MANAGEMENT SKILLS DEVELOPMENT FOR YOUTH LEADERS (ARM 302)**

**PREMISE:** Effective management of youth is crucial in making them productive members of their communities. Youth are usually filled with bright ideas, initiatives and energy, which can contribute significantly to the development of their communities, if properly harnessed. Unfortunately, these attributes are often not tapped due to the inadequate mobilization and participatory skills of the youth leaders, development officers and practitioners. These skills are necessary for managing youth and mainstreaming them into community and national development.

**OBJECTIVES:** This course, therefore, is designed to enhance the participants' knowledge and skills to effectively manage the youth. At the end of the course, participants will be able to:

- ◆ discuss the approaches used in the management of skills and innovations among the Youth leaders
- ◆ organise youths for community development programmes and initiatives;
- ◆ apply participatory approaches in managing the youth; and
- ◆ use a variety of management skills/techniques to effectively manage the youth

**CONTENT:**

- ◆ Youth and community development.
- ◆ Organising and motivating youth for community development.
- ◆ Participatory approaches for managing the youths.
- ◆ Leadership skills for managing the youth.
- ◆ Entrepreneurial skills for youth.
- ◆ Team building.
- ◆ ICT skills for youth development.
- ◆ Conflict management.
- ◆ Developing and delivering advocacy messages.

**TRAINING METHODS:** Lectures, exercises, role-plays, case studies and group discussions.

**WHO SHOULD ATTEND?** Youth leaders, managers of youth organisations, staff in the Ministries of Women and Social Development, Youth and Sports Development in Federal and States, Women and Youth Workers at LGA, Staff of Students' Affairs in the Universities, Polytechnics, Colleges of Education and other higher institutions, NGOs and CBOs, etc.

**DURATION:** One week  
**DATE:** August 10 - 14, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.

**COMPUTER-BASED OFFICE MANAGEMENT SKILLS DEVELOPMENT PROGRAMME FOR  
PERSONAL ASSISTANTS AND SECRETARIES  
(ARM 105)**

**PREMISE:** All organisations are required to maximise the productivity of their workforce. Modern office management practices require that Personal Assistants and Secretaries be skilled in using computers and other information management technologies to enhance their efficiency. In addition, various management reforms and a reduction in the office workforce continue to place a higher demand on them. Such officers should acquire modern office management skills to enable them to attain optimum efficiency.

**OBJECTIVES:** This course is designed to enhance participants' capabilities in the office management skills using modern management tools. At the end of the course, participants will be able to:

- ◆ identify the skills, roles and responsibilities needed in their respective organisations;
- ◆ apply appropriate computer software skills acquired to manage organisational records; and
- ◆ communicate the acquired skills more effectively in the workplace.

**CONTENT:**

- ◆ Role of Personal Assistants and Secretaries in organisations.
- ◆ Basic management skills.
- ◆ Communication methods.
- ◆ Office records management
- ◆ Time management.
- ◆ Interpersonal skills.
- ◆ Computer software applications.
- ◆ Computer Networking.

**TRAINING METHODS:** Lecturettes, discussions, and hands-on exercises on the computer.

**WHO SHOULD ATTEND?** Personal Assistants and Secretaries, and other Administrative Staff in both public and private sector organisations.

**DURATION:** One Week  
**DATE:** Aug. 17 - 21, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦205,000.00

**MANAGEMENT OF PUBLIC RELATIONS IN THE AGRICULTURAL AND RURAL SECTOR  
(ARM 237)**

**PREMISE:** The poor perception of the role and problems of the Agricultural and Rural Sector is due to low awareness of the sector by the general public. The low awareness persists partly because of the limited understanding of the sector by Public Relations Officers, hence their inability to effectively sensitise the public about the policies and programmes of the sector.

**OBJECTIVES:** The workshop is therefore designed to provide Public Relations Officers with the requisite knowledge and skills to enhance Public Relations practice in the context of the ARD sector. At the end of the workshop, participants will be able to:

- ◆ discuss the peculiarities of public relations in the agricultural and rural development sector;
- ◆ develop appropriate public relations approaches in the ARD sector; and
- ◆ adapt requisite public relations strategies in disseminating policies and programmes of the sector.

**CONTENT:**

- ◆ Overview of agricultural and rural transformation in Nigeria.
- ◆ Peculiarities of the agricultural and rural sector.
- ◆ The role of public relations in the agricultural and rural development sector.
- ◆ Understanding the agricultural and rural development public.
- ◆ Managing the boss and organisation.
- ◆ Corporate social responsibilities.
- ◆ Developing communication skills.
- ◆ Managing interpersonal relationships.
- ◆ The use of internet facilities for public relations functions.
- ◆ SERVICOM: Toward providing high-quality goods and services.

**TRAINING METHODS:** Lectures, role-play, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Public Relations/Press Officers in agro-allied establishments, Local Government Information/ Extension Officers, as well as others who are in the business of representing their organisations at exhibitions, fairs, public functions, and/or in a position to brief the press on the activities of their organisations in NNDC, CBOs, NGOs, etc.

**DURATION:** One week  
**DATE:** August 17 - 21, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **TRAINING OF TRAINERS (TOT) FOR FACILITATORS OF VALUE CHAIN DEVELOPMENT (ARM 259)**

**PREMISE:** The importance of commodity value chain development in the current economic growth and development of the Federal Government cannot be overemphasised. Report shows that after the oil boom, Nigeria lost its position as a leading producer of agricultural commodities, including cocoa, oil palm, cotton, and groundnuts, to its competitors in South America, Asia, and other African countries. These competitors have taken over from Nigeria because they have well-developed value chain development strategies, which have considerably increased their productivity and linked their agricultural commodities to global markets. A well-developed commodity value chain will promote private investment, generate employment and income, and transform Nigeria into a net producer of value-added agricultural commodities for local markets and exports. However, the existing and potential stakeholders in commodity value chain management in Nigeria need to be empowered with appropriate requisite skills and techniques for effective value chain development. There is, therefore, an urgent need to equip development practitioners in agriculture and rural development with appropriate skills to effectively facilitate commodity value chain actors and all stakeholders to embrace agriculture as a business.

**OBJECTIVES:** This workshop is designed to enhance the capacity of the participants with appropriate VCD knowledge, skills and techniques to effectively facilitate agricultural commodity value chain development activities. At the end of the workshop, participants will be able to:

- ◆ explain the concept of value chain development;
- ◆ facilitate group formation amongst stakeholders;
- ◆ manage conflicts among VCD actors and stakeholders; and
- ◆ evaluate VCD activities.

**CONTENT:**

- ◆ Concept of value chain development.
- ◆ Skills, competencies and roles of VCD facilitators.
- ◆ Value chain mapping and analysis.
- ◆ Linking stakeholders to market.

- ◆ Strategies for value chain empowerment.
- ◆ Communication skills for value chain facilitators.
- ◆ Gender consideration in VCD facilitation.
- ◆ Group formation and governance/relationship in VCD.
- ◆ Conflict management among value chain actors and stakeholders.
- ◆ ICT applications in VCD facilitation.
- ◆ Participatory monitoring and evaluation in VCD.

**TRAINING METHODS:** Lecturettes, field/group exercises, role-plays, discussions and case studies.

**WHO SHOULD ATTEND?** Subject Matter Specialists, Extension Officers, Agricultural Business Advisors and Enterprise Managers, including those in Multinationals, Oil Companies, NDE, NGOs, CBOs, FBOs and other private sectors.

**DURATION:** One week  
**DATE:** August 17 - 21, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **TRAINING ON COOPERATIVE BUSINESS SCHOOL (ARM 272)**

**PREMISE:** Cooperative business or venture is an inclusive business model, which strengthens cooperative societies' capacity to provide business services. However, enormous opportunities for business services available for cooperative societies are yet untapped, especially in ARD. This is because of inadequate knowledge and skills for business services. In order to ensure cooperative businesses, thrive in the face of various challenges stirring the global economy to a stiff, it is essential to have skilled professionals who understand the unique challenges and opportunities associated with these ventures.

**OBJECTIVE:** This course is designed to equip participants with the requisite knowledge and skills to explore opportunities for business services in cooperative societies. At the end of this training, participants will be able to:

- ◆ identify business service opportunities in cooperative societies;
- ◆ explain the legal framework of cooperative societies in Nigeria;
- ◆ apply effective marketing, financial, and accounting strategies in cooperative businesses; and
- ◆ develop a viable business plan for cooperative businesses.

**CONTENT:**

- ◆ Concept of cooperative business school
- ◆ Cooperative business services
- ◆ Business plan development
- ◆ Accounting in cooperative businesses
- ◆ Leadership and team management
- ◆ Conflict management and negotiation skills in cooperative businesses
- ◆ Risk management in cooperative businesses
- ◆ Cooperative legal framework in Nigeria

**TRAINING METHODS:** Case studies, Role-play, Group discussions, Exercises and Lecturettes.

**WHO SHOULD ATTEND?** NGOs, CBOs, APOs, Departmental Cooperative Staff (Universities, Polytechnics and Colleges), Provosts of Cooperative Colleges, Cooperative Officers of Federal and State Ministries, Cooperative Society Staff and Executives, Managers of Cooperative Groups, Ministry of Commerce and Cooperatives Staff, MFBs, ADPs, Coordinators of Public and Private Sector Organisations involved in grassroots development and Oil Companies.

**DURATION:** One Week  
**DATE:** Aug. 17 - 21, 2026 (1st Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

## **SUSTAINABLE FINANCE FOR CLIMATE SMART AGRICULTURE (CSA) (ARM 326)**

**PREMISE:** Sustainable finance is driving climate-smart agriculture (CSA), uniting financial solutions with agricultural resilience. Climate-smart interventions in agriculture require substantial investments and innovative types of financing to support the transformational changes that are needed to maintain or increase agricultural productivity while using less resources. As climate change threatens food security, climate-smart practices, which combine adaptation and mitigation, require substantial investment. However, the current levels of financing for climate change adaptation and mitigation in the agricultural sector in Nigeria are not sufficient. Therefore, it is pertinent to build the capacity of agricultural and finance stakeholders in global climate finance in agriculture, as this would play a crucial catalytic role by encouraging the mainstreaming of climate change considerations into national sustainable development plans and programmes, as well as developing an enabling environment conducive for scaling up climate-smart agriculture (CSA).

**OBJECTIVES:** This course is therefore designed to improve the knowledge and skills of participants on sustainable finance for climate-smart agriculture. At the end of the course, participants will be able to:

- ◆ explain the concepts of sustainable finance and climate-smart agriculture (CSA);
- ◆ describe various adaptation and mitigation strategies within climate-smart agriculture;
- ◆ discuss different financing strategies for implementing climate-smart agricultural practices; and
- ◆ conduct monitoring and evaluation of CSA programs and projects effectively.

### **CONTENT:**

- ◆ Climate Smart Agriculture for Sustainable Food Security
- ◆ Introduction to Sustainable Finance
- ◆ Climate Change Adaptations and Mitigations
- ◆ Sustainable Investment Strategies
- ◆ Risk Management in Climate Smart Agriculture
- ◆ Financing Climate Smart Agriculture
- ◆ Environmental and Social Impact Assessment
- ◆ Monitoring and Evaluation of Climate Smart Agriculture

**TRAINING METHODS:** Lecturette, discussions, case studies, exercises

**WHO SHOULD ATTEND?** Staff of CBN, Commercial banks, BOA, BOI, Micro-Finance Banks, Private and Public organisations, ARD Sector, NGOs, and CBOs, as well as finance and credit Officers in development projects

**DURATION:** One week  
**DATE:** August 31 – Sept. 4, 2026 (2nd Run)  
**VENUE:** Abuja  
**CHARGES:** ₦200,000.00

## **TRAINING ON CARBON SEQUESTRATION AND CARBON OFFSETTING OPPORTUNITIES IN AGRICULTURE AND RURAL DEVELOPMENT (ARD) (ARM 428)**

**PREMISE:** Carbon sequestration is the process of capturing and storing atmospheric CO<sub>2</sub> in soils and plants. It provides a sustainable pathway to mitigate climate change while improving soil fertility, ecosystem, and farm productivity. With the global expansion of carbon credit markets, new opportunities exist for farmers and rural communities to earn additional income by adopting climate-smart practices. Despite Nigeria's vulnerability to climate change and the rising international demand for carbon offsets, smallholder farmers and rural communities have limited knowledge, technical skills, and institutional

support to participate in carbon sequestration and carbon trading. As a result, opportunities to enhance livelihoods, strengthen resilience, and contribute to Nigeria's climate mitigation goals remain largely untapped. There is, therefore, a pressing need to build the capacity of ARD stakeholders on carbon sequestration and carbon credit opportunities to align Nigeria's ARD initiatives with the Paris Agreement commitments and Nationally Determined Contributions (NDCs), positioning agriculture as a climate solution and driver of rural prosperity.

**OBJECTIVE:** This training is therefore designed to build the capacities of ARD practitioners on the requisite knowledge and skills needed to unlock Nigeria's carbon market opportunities. At the end of the training, participants will be able to:

- ◆ explain key carbon sequestration concepts
- ◆ discuss climate-smart agricultural practices that enhance carbon offsetting.
- ◆ identify financial instruments, partnerships, and policy frameworks that support farmer participation in carbon trading.
- ◆ describe carbon credit markets, including carbon accounting, monitoring, reporting, and verification (MRV) processes.

**CONTENTS:**

- ◆ Overview of Nigeria's climate change policies and ARD strategies
- ◆ Introduction to Climate Change and Carbon Sequestration
- ◆ Climate-Smart Agricultural Practices for Carbon Sequestration
- ◆ Carbon Accounting, Monitoring, Reporting, and Verification (MRV)
- ◆ Carbon Credit Markets and Financing Opportunities
- ◆ Case studies of successful carbon sequestration projects in Africa
- ◆ Designing small-scale carbon sequestration projects for rural communities
- ◆ Gender inclusion in carbon markets
- ◆ Risk management and sustainability of carbon projects
- ◆ Digital tools (GIS, remote sensing, mobile apps) for carbon tracking

**TRAINING METHODS:** Lecturettes, case studies, group discussion, quizzes and study visit.

**WHO SHOULD ATTEND?** ADP extension agents, ARD Projects such as Fadama, VCDP, CASP, SAPZ, ACRoSAL, L-PRES, staff of Federal and State Ministries of Agriculture, Development partners working in Nigeria, Universities/Colleges of Agriculture and Polytechnic farms, Farm Managers, Agribusiness supervisors, etc.

**DURATION:** One Week  
**DATE:** Aug. 31 – Sept. 4, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

**WORKSHOP ON ENVIRONMENTAL AND SOCIO-ECONOMIC ISSUES IN AGRICULTURE/  
AGRO-INDUSTRIAL AND RURAL DEVELOPMENT  
(ARM 421)**

**PREMISE:** The result of the sectoral planning and developmental efforts practised in the past without considering environmental issues has been disappointing. This is due to the lack of consideration of preventive and remedial measures in programme development. There is now a need for integrated physical, socio-economic and environmental planning to ensure sustainable agricultural and rural development (ARD).

**OBJECTIVES:** This workshop aims at creating awareness among the participants of the environmental concerns that may arise from agricultural and rural development projects and take preventive or remedial measures. Specifically, the workshop will assist participants to:

- ◆ examine the impact of agricultural and rural projects on livelihood systems;
- ◆ analyse the implications of agricultural and rural development projects on fauna and flora; and
- ◆ propose remedial measures to address identified environmental and socio-economic concerns.

**CONTENT:**

- ◆ Environment and development.
- ◆ Concept, scope and processes of environmental degradation.
- ◆ Fertilisers, agro-chemicals and the environment.
- ◆ Management of agro-industrial by-products.
- ◆ Land and water degradation.
- ◆ Remote sensing and environmental management.
- ◆ Environmental screening of agricultural and agro-industrial projects.
- ◆ Action planning for prevention and remediation.

**TRAINING METHODS:** Discussions, lecturette, case studies, exercises, and study visits.

**WHO SHOULD ATTEND?** Middle and senior-level officers from the Federal and State Ministries of Environment; Environmental Protection Agencies, State Task Forces on Erosion Control, Ecological Disaster Committees, Federal and State Ministries of Agriculture and Water Resources, River Basin Development Authorities, Agricultural Development Programmes/Projects, Livestock, Fishery and Forestry Development Projects, Oil and Gas Companies, NGOs and CBOs, and Fadama III Environmental Officers.

**DURATION:** One week

**DATE:** August 31 – Sept. 4, 2026

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

**AGRICULTURAL POLICY ANALYSIS  
(ARM 320)**

**PREMISE:** Over the years, agriculture has contributed significantly to the Nation's Gross Domestic Product (GDP). Despite this achievement, a recent review of past agricultural policies in Nigeria has revealed that some gaps exist in the planning, analysis, implementation, monitoring and evaluation of these policies among those responsible for carrying out these key functions. ARMTI believes that the contribution of agriculture to the national economy could be further enhanced if these gaps were bridged.

**OBJECTIVES:** This workshop is therefore designed to strengthen the capacity of officers responsible for policy formulation and implementation with the appropriate analytical tools to do their jobs better. At the end of the workshop, participants will be able to:

- ◆ discuss the implementation of ongoing agricultural policies;
- ◆ apply selected tools in analysing agricultural policies; and
- ◆ use a computer for analysing policies in the agricultural sector.

**CONTENT:**

- ◆ Overview of Nigerian Agricultural Policy.
- ◆ Selected tools for policy analysis.
- ◆ Data requirement and presentation for policy analysis.

- ◆ Problem tree analysis, development of objective trees and log frame.
- ◆ Policy analysis matrix.
- ◆ Agricultural policy report writing.
- ◆ Monitoring and evaluation system for policy analysis.

**TRAINING METHODS:** Lectures, case studies, exercises, group discussions and hands-on computer sessions.

**WHO SHOULD ATTEND?** Officers responsible for policy analysis and research, such as Planning, Monitoring and Evaluation officers, Research officers in both State and Federal Ministries of Agriculture and Rural Development, Central Bank of Nigeria, NDDC, NGOs and other relevant officers in both private and public organisations in Agricultural and Rural Development projects (crops, livestock, fisheries, and forestry)

**DURATION:** One week  
**DATE:** August 31 – September 4, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **TRAINING WORKSHOP ON AGRIBUSINESS DEVELOPMENT AND CUSTOMER SERVICE MANAGEMENT (ARM 256)**

**PREMISE:** Business development is an intervention for stimulating investment or improving livelihood, enhancing employment generation and increasing income in agribusiness. However, most existing enterprises run into problems partly due to poor business strategies in marketing and customer service relations. These pose enormous challenges to business advisors/facilitators who may be called upon to strengthen the capacities of entrepreneurs. Hence, it is pertinent to equip participants with appropriate knowledge and skills in agribusiness development and customer service management.

**OBJECTIVES:** This course is designed to enhance the knowledge and skills of the participants in business strategies and customer service management for sustainable growth. At the end of the workshop, the participants will be able to:

- ◆ explain the concept of agribusiness development;
- ◆ describe the principles of customer service management;
- ◆ formulate business plans for agribusiness enterprises; and
- ◆ appraise business plans for sustainability and growth

**CONTENT:**

- ◆ Agribusiness identification and selection.
- ◆ Feasibility study and agribusiness plan.
- ◆ Marketing of agribusiness products.
- ◆ Fund mobilisation and management for sustainable business.
- ◆ Record keeping for business development.
- ◆ Management of small and medium enterprises.
- ◆ Customer service management in business development.

**TRAINING METHODS:** lectures, exercises, case studies and group discussions.

**WHO SHOULD ATTEND?** Agripreneurs, Farm Managers, Business Advisors, Extension Officers, Farm Project Officers, Agric. Finance Institutions, Officers from Bank of Industry (BOI), Bank of Agriculture (BOA), NDDC, Oil Companies, NGOs, NDE, etc.

**DURATION:** One week  
**DATE:** August 31 – September 4, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

## **MANAGING GRASSROOTS DEVELOPMENT (ARM 242)**

**PREMISE:** In Nigeria, the local government and other grassroots organs are the closest to the grassroots people in terms of affecting their well-being. This situation makes them the most likely to facilitate development efforts that can lead to sustainable improvement in the lives of the rural dwellers. However, most of the operatives at the local levels are not fully equipped with the enabling skills and attitudes to engender sustainable development at the grassroots.

**OBJECTIVES:** This course is designed to strengthen the capacity of grassroots development operatives to undertake participatory development. Specifically, at the end of the course, participants will be able to:

- ◆ identify community needs and priorities using participatory approaches;
- ◆ plan people-oriented projects;
- ◆ mobilise people for self-help; and
- ◆ monitor and evaluate development programmes.

**CONTENT:**

- ◆ Overview of rural development in Nigeria.
- ◆ Participatory learning and action: concepts and principles.
- ◆ Situation analysis at the community level.
- ◆ Community needs identification.
- ◆ Community programme planning process.
- ◆ Establishment of community project implementation committees.
- ◆ Gender issues in grassroots development.
- ◆ Participatory monitoring and evaluation at the grassroots.

**TRAINING METHODS:** Lecturettes, discussions, group exercises and role-play.

**WHO SHOULD ATTEND?** Community Development Officers and Animators, Agricultural Officers, Staff of the Ministry of Local Government and Local Government Service Commission, Engineers and other development workers at the Local Government and Area Councils, the River Basin Development Authorities, Oil companies, NGOs and CBOs.

**DURATION:** One week

**DATE:** Aug. 31 – September 4, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

## **TRAINING WORKSHOP ON SOILLESS FARMING (ARM 354)**

**PREMISE:** The advent of civilisation has exposed soil-based agriculture to certain challenges such as urbanisation, natural disasters, climate change, indiscriminate use of chemicals and pesticides, which fragment and deplete land fertility. These challenges are open threats to food production under conventional soil-based agriculture. Consequently, it will become impossible to feed the growing population using a soil-based system of crop farming only. Therefore, it is important to develop the capacity of agripreneurs in soilless farming.

**OBJECTIVES:** This workshop aims to develop the capacity of agripreneurs in soilless crop farming. At the end of this training workshop, participants will be able to;

- ◆ explain the concept of soilless farming;
- ◆ design different soilless systems;
- ◆ develop a workable and outstanding business model canvas for soilless farming; and
- ◆ demonstrate best management practices in soilless farming.

**CONTENT:**

- ◆ Concepts of soilless agriculture
- ◆ System Designs and Management in Soilless Farming
- ◆ Best Management Practices in Soilless Farming
- ◆ Business Model Canvas Development for Soilless Farming Business

- ◆ Post-Harvest Handling of Soilless Farm Produce.
- ◆ Markets and Marketing of Soilless Farm Produce
- ◆ Opportunities for Youth and Women in Soilless Agriculture
- ◆ Monitoring and Evaluation in Soilless farming

**TRAINING METHODS:** Lecturettes, Group discussions, Experience sharing, Practical demonstration and Hands-on practical.

**WHO SHOULD ATTEND:** Agricultural Institution, Youth, Business and Enterprise Development Officers in Agricultural and Rural Development Programmes, Commercial Farms, Poverty Alleviation/Eradication Programmes Officers, National Directorate of Employment, Finance Institutions, NGOs/CBOs, Cooperatives and Private Organisations and Investors.

**DURATION:** One week

**DATE:** September 7 – 11, 2026 (1st Run)

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

### **AGRICULTURAL CREDIT ANALYSIS AND RISK MANAGEMENT (ARM 235)**

**PREMISE:** Agricultural credit officers are often required to analyse loan requests by farmers and other clients. This analysis is to ascertain the ability of the proposed project to operate at the point level as well as determine the credit needs of the applicant and the risk inherent in the loan. The inability of lending institutions to accurately analyse loan requests leads to a high default rate. Indeed, as organisations grow, building strong credit analysis and risk management strategies becomes increasingly important. Therefore, for effective performance, agricultural credit managers need enhancement in their knowledge and skills in credit analysis and risk management.

**OBJECTIVES:** This course is designed to enhance the knowledge and skills of agricultural credit managers in credit analysis and risk management. At the end of the workshop, participants will be able to:

- ◆ identify major risks in agricultural credit;
- ◆ formulate strategies to mitigate risk;
- ◆ appraise the credit needs of clients; and
- ◆ measure portfolio quality.

**CONTENT:**

- ◆ Overview of credit management.
- ◆ Project appraisal for credit delivery.
- ◆ Client's credit needs analysis.
- ◆ Portfolio quality measures.
- ◆ Understanding risk in agricultural enterprises/projects.
- ◆ Assets and liability management.
- ◆ Challenges of loan analysis.
- ◆ Fraud prevention and detection.
- ◆ Internal control measures.
- ◆ Application of ICT to credit analysis and risk management.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Operations Managers, Accountants, Credit Officers, Risk Managers, Internal Auditors and other professionals in the Agricultural and Rural Financial Institutions, including Micro-finance Banks.

**DURATION:** One week  
**DATE:** September 7 - 11, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **TRAINING WORKSHOP ON AGRICULTURAL PRODUCE MARKETING EXTENSION (ARM 220)**

**PREMISE:** As a major step towards revitalising agriculture and bringing it back to its past glory, the present near-collapse of the marketing of agricultural produce must be addressed. Accordingly, a sustainable and decisive mechanism has been put in place by introducing a marketing extension component into the National Programme for Food Security (NPFS). However, studies carried out have revealed that both the Nigerian farmers and the Extension Agents have little knowledge of modern marketing techniques of agricultural produce.

**OBJECTIVES:** This training workshop aims to equip participants with the relevant knowledge, techniques and skills of marketing in order to add value to farm produce. At the end of the workshop, participants will be able to:

- ◆ provide requisite marketing information to the farming communities;
- ◆ train farmers to develop quality products for marketing; and
- ◆ link farmers with relevant stakeholders.

**CONTENT:**

- ◆ Overview of extension and advisory services.
- ◆ Concept of Value Chain Development in Agriculture.
- ◆ Concept and principles of participatory extension.
- ◆ Introduction to agricultural produce marketing.
- ◆ Drying and Storage of Grains and Root Crops
- ◆ Marketing of horticultural crops.
- ◆ Profitable livestock marketing.
- ◆ Improving Export Produce Marketing.
- ◆ Marketing channels for export produce.
- ◆ Agricultural Produce Marketing Cost.
- ◆ Cooperatives for produce marketing.
- ◆ Gender Issues in Agric. Produce Marketing.

**TRAINING METHODS:** Lectures, group exercises, plenary presentation sessions, case studies, role plays, etc.

**WHO SHOULD ATTEND?** Extension Officers included in the NPFS, Marketing and Extension Officers of the Multi-Commodity Development and Marketing Companies (Arable Crops, Tree Crops, Livestock and Fisheries Development), Marketing Officers of public and private farms, practising farmers, etc.

**DURATION:** One week  
**DATE:** September 7 - 11, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

### **REPORT AND MEMO WRITING (ARM 219)**

**PREMISE:** The importance of a well-written report and memo in an organisation cannot be overemphasised. The responsibilities of most managers and officers at all levels include providing feedback to management in the form of reports and memoranda. In spite of its importance, most officers have inadequate report-writing skills to enable them to carry out their assignments effectively.

**OBJECTIVES:** This course is therefore designed to provide the requisite knowledge and skills on report and memo writing. At the end of the course, participants will be able to:

- ◆ collect appropriate data for report and memo writing;
- ◆ prepare reports and memoranda;
- ◆ present clear and understandable reports;
- ◆ illustrate information through charts and diagrams; and
- ◆ apply ICT tools in preparing reports.

**CONTENT:**

- ◆ Overview of report and memo writing.
- ◆ Data collection for report and memo writing.
- ◆ Data processing and analysis.
- ◆ Writing short and long reports.
- ◆ Report presentation skills.
- ◆ Graphical aids to technical reports.
- ◆ ICT application for reporting and memo writing.

**TRAINING METHODS:** Lecturettes, group discussion, case studies and practical exercises.

**WHO SHOULD ATTEND?** Supervisory and Middle Level Managers, Executive Officers, PAs, Secretaries and all officers whose responsibilities involve report writing.

**DURATION:** One week  
**DATE:** September 7 - 11, 2026 (3rd Run)  
**VENUE:** Abuja  
**CHARGES:** ₦180,000.00

### **TRAINING PRESENTATION METHODS AND EVALUATION SKILLS (ARM 232)**

**PREMISE:** Many trainers do not have adequate knowledge and skills in presentation methods and evaluation of training. The problems result in ineffective communication by such trainers in the training sessions. The situation is often exacerbated by the inability of the trainers to get adequate feedback from trainees through evaluation skills.

**OBJECTIVES:** This workshop is therefore designed to equip participants with the requisite knowledge and skills in training presentation methods and training evaluation. At the end of the workshop, participants will be able to:

- ◆ use a variety of training methods to communicate effectively;
- ◆ manage difficult learners and situations;
- ◆ evaluate training; and
- ◆ assess their own strengths and weaknesses in training presentation.

**CONTENT:**

- ◆ Overview training presentation and evaluation methods.
- ◆ Adult learning principles.
- ◆ Presentation of session plans.
- ◆ Training delivery style.
- ◆ Presentation and use of learning aids.
- ◆ Managing special learners and situations.
- ◆ Concepts and importance of evaluation.
- ◆ Types and methods of evaluation.

**TRAINING METHODS:** Lecturettes, group discussions, exercises and playback of participants' video presentations.

**WHO SHOULD ATTEND?** Training officers; trainers, instructors, extension supervisors, subject-matter-specialists and others who perform training and/or NGOs and CBOs.

<b>DURATION:</b>	One week
<b>DATE:</b>	September 14 - 18, 2026
<b>VENUE:</b>	Ilorin
<b>CHARGES:</b>	₦180,000.00

## **ADVANCED TRAINING ON INCLUSIVE CONTRACT FARMING FOR SUSTAINABLE AGRIBUSINESS DEVELOPMENT (ARM 348)**

**PREMISE:** Contract farming (CF) is a forward agreement specifying the obligations of farmers and buyers as partners in business. The agreement entails the sellers' (farmers') obligation to supply volumes and qualities as specified by the buyers' (processors/traders) obligation to off-take the commodities as agreed. However, field experiences of some ARMTI's faculty staff on contract farming schemes revealed that both farmers and buyers venture into contract farming without weighing the risks and cost implications in developing a sustainable contract farming scheme that is win-win for both parties. Although contract farming is costly and could be risky if not well planned and managed, with the support of a contract Farming coach/ facilitator, the CF scheme will generate income for contract parties and partners, create employment opportunities in the localities where the CF scheme is stationed and ensure the supply of raw material to the off-taker. Premised on the foregoing, there is a need to enhance the capacity of potential Coaches/ facilitators and value chain developers to aid in the development of a viable and sustainable CF schemes in Nigeria.

**OBJECTIVES:** This workshop is aimed at the development of a pool of potential CF facilitators that can aid in the upgrade or development of new CF schemes. The workshop will equip participants with the requisite CF knowledge and coaching skills to improve existing CF schemes, initiate/ develop new CF schemes, and monitor and manage CF schemes. At the end of the course, participants will be able to:

- ◆ explain the concept of Contract farming as an inclusive business model;
- ◆ identify the criteria for sustainable CF in Nigeria;
- ◆ analyse the success factors for communication and monitoring of CF schemes;
- ◆ develop Inclusive Contract Farming schemes; and
- ◆ facilitate contract farming arrangements between partners and smallholder farmers, and other relevant stakeholders based on trust and mutual understanding.

### **CONTENT:**

- ◆ Review of the basic concept of contract farming as an inclusive business model
- ◆ Review of CF business model canvas
- ◆ Introduction to CF field management
- ◆ CF stakeholder analysis
- ◆ CF development process and structure
- ◆ Coaching CF development
- ◆ Contract farming economics and finance
- ◆ CF negotiation
- ◆ ICT for CF
- ◆ Business Enabling Environment
- ◆ Contract specification (practical presentation)

**TRAINING METHODS:** Interactive presentations of theory, reflection and discussions, application of learning through group discussions and exercises, case studies, role-play and study visit.

**WHO SHOULD ATTEND?** Officers in the Federal Ministry of Agriculture and Rural Development, and State Ministry of Agriculture, Planning and Research Officers in the ADPs.

Value chain Directors and Planning Specialists in NGOs, Managers of private agricultural development agencies, Farmers and farmers' organisations, financial institutions, Oil companies, Extension and service delivery companies, Graduates, NGOs, CBOs, BOI, BOA, NAIC, Agricultural estates managers, supply chain managers, etc.

**DURATION:** One week  
**DATE:** September 14 - 18, 2026 (2<sup>nd</sup> Run)  
**VENUE:** Abuja  
**CHARGES:** ₦200,000.00

### **TRAINING WORKSHOP ON SOLAR POWERED IRRIGATION SYSTEMS (SPIS) (ARM 410)**

**PREMISE:** The challenges of food insecurity in Nigeria are reaching a critical junction. Decades of limited water resources are colliding with harsh realities of climate change, creating a perfect storm for failed harvests and rising hunger. Without sufficient water for irrigation, farmers will struggle to grow crops, leading to reduced agricultural productivity, increased food insecurity and heightened vulnerability to poverty. Conventional irrigation methods, such as flood irrigation and distribution of water into channels and ditches using fuel-dependent pumping machines, exacerbate these challenges by wasting large amounts of water and contributing to greenhouse gas emissions. The inefficient use of water not only depletes scarce resources but also exacerbates environmental degradation and heightens the impacts of climate change. Solar-powered irrigation systems (SPIS) can help to overcome these challenges, but inadequate knowledge and lack of capacity have hindered its adoption in Nigeria.

**OBJECTIVES:** This training workshop is designed to develop a sustainable and adapted model of Solar Powered Irrigation System (SPIS), focusing on the peculiarities of communities. At the end of the workshop, participants will be able to;

- ◆ explain the benefits and applications of solar-powered irrigation systems;
- ◆ design a solar-powered irrigation system tailored to different agricultural needs, and to
- ◆ install a solar-powered irrigation system for effective operation; and
- ◆ carry out maintenance practices for solar powered irrigation systems.

**CONTENT:**

- ◆ Irrigation Systems in Agriculture
- ◆ Overview of Solar-Powered Irrigation Systems
- ◆ Design and Sizing of Solar-Powered Irrigation Systems
- ◆ Solar Powered Irrigation Systems Installation and Operation
- ◆ Solar-Powered Irrigation System's Maintenance
- ◆ Business and Financing Opportunities
- ◆ Gender friendly solar powered irrigation pumps
- ◆ Cluster farming opportunities for SPIS
- ◆ Financing, Grants, and Business Models

**TRAINING METHOD:** Classroom Lectures, Hands-on Learning, Case Studies and Group Discussions and Field Visit

**WHO SHOULD ATTEND?** ADP, Agricultural Financial Institutions, Agricultural Engineers, technicians, NGOs, Government Agencies, Agripreneurs and organisations focused on rural development and sustainability.

**DURATION:** One Week  
**DATE:** September 14 – 18,2026  
**VENUE:** Ilorin  
**CHARGES:** ₦205,000.00

## **TRAINING WORKSHOP ON MANAGEMENT SKILLS ACQUISITION FOR SELF-EMPLOYMENT (ARM 212)**

**PREMISE:** Acquisition of appropriate management skills in small and medium enterprise (SME) management enhances self-employment and reduces poverty through the effective use of available resources to produce various products for markets. Most developing countries adopt technical and vocational education and training to equip people with skills that will enable them to engage in self-employment for productive livelihoods. However, technical and vocational skills alone are inadequate for a successful career in SME. There is a need to complement such acquired skills with management and entrepreneurial skills to make self-employment in SME a viable career option.

**OBJECTIVES:** This training workshop is designed to enhance the capacity of participants for self-employment generation. At the end of the course, participants will be able to:

- ◆ explain the skills that contribute to successful entrepreneurship;
- ◆ identify available resources and market potentials of SMEs;
- ◆ discuss backstopping and support services for SMEs management; and
- ◆ manage business enterprises for sustainability

### **CONTENTS:**

- ◆ Overview of management skill training programmes in developing countries.
- ◆ Basic managerial principles.
- ◆ Basic entrepreneurial skills.
- ◆ Business plan development.
- ◆ Application of ICT in business management.
- ◆ Mobilisation of resources for enterprise development.
- ◆ Market analysis and marketing concepts in SMEs.
- ◆ Strategies for managing risks and uncertainties in SMEs.
- ◆ Backstopping and support services needs of SMEs management.
- ◆ Gender issues in SMEs

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions, field visits, etc.

**WHO SHOULD ATTEND?** Youths, women and retirees (military and para-military) desiring self-employment, trainers and managers of skill acquisition centres, training officers from Bank of Industry (BOI), Bank of Agriculture (BOA), National Directorate of Employment (NDE), NYSC, NDDC, Oil companies, NGOs, CBOs, FBOs, etc.

**DURATION:** One week

**DATE:** September 14 - 18, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

## **TRAINING WORKSHOP ON SUSTAINABLE APICULTURE DEVELOPMENT (ARM 429)**

**PREMISE:** Apiculture is an aspect of agroforestry which involves rearing and maintaining bee colonies in a hive. It is a rapidly emerging enterprise with relatively low start-up costs and offers diverse income opportunities through the production of honey, beeswax, royal jelly, propolis, and other by-products. Beyond its economic value, apiculture contributes significantly to biodiversity conservation, crop pollination, and environmental sustainability. However, unsustainable practices, climate change, habitat loss, and poor management techniques threaten both bee populations and the livelihoods of beekeepers. This has led to low productivity, poor product quality, and limited access to premium markets. Hence, there is a need to build the capacity of relevant stakeholders on sustainable Apicultural practices and products value addition.

**OBJECTIVE:** This workshop is therefore designed to equip participants with the requisite knowledge and skills needed to manage a sustainable apiculture enterprise. At the end of the workshop, participants should be able to:

- ◆ explain the concept of sustainable Apiculture;
- ◆ discuss the ecological roles of bees in biodiversity and food security;
- ◆ demonstrate steps in hive products harvest, processing, and packaging; and
- ◆ develop a business plan for Apiculture enterprises.

**CONTENT:**

- ◆ Overview of Apiculture
- ◆ Honeybee Biology and Behavior
- ◆ Environmental and Socio-Economic Sustainability in Apiculture
- ◆ Sustainable Apiary Management Practices
- ◆ Apiculture products value chain development
- ◆ Post-Harvest Handling and Marketing in Apiculture
- ◆ Business plan and proposal writing for apiculture
- ◆ Modern technologies in hive management (ICT, sensors, smart hives)

**TRAINING METHODS:** Lecturettes, case studies, hands-on training, group exercises and study visit.

**WHO SHOULD ATTEND?** Members of the Beekeepers Association of Nigeria (BAN), Agroforestry officers, Forest reserve agents, Smallholder farmers, Youth & women groups, Agricultural extension officers, NGOs & cooperatives, etc.

**DURATION:** One Week  
**DATE:** September 21 – 25, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦200,000.00

**TRAINING WORKSHOP ON INTEGRATED ORGANIC FARMING FOR AGRIPRENUERSHIP DEVELOPMENT (ARM 356)**

**PREMISE:** Integrated organic farming involves combining the activities of crops, livestock, with aquaculture, and value addition to attain sustainable agricultural practices. It is a holistic approach to farming that aims to work in harmony with nature to sustain the health of soil, ecosystem and people. Agricultural practices currently face issues like environmental degradation, climate change and rising input costs. With rising consumer demand for organic produce, farmers are facing greater pressure to adopt sustainable methods. Therefore, there is a need to equip participants with knowledge and practical skills to establish and manage integrated organic agribusinesses that are ecologically sustainable and economically viable.

**OBJECTIVES:** This course is designed to equip participants with the requisite knowledge and practical skills to establish and manage integrated organic agribusinesses that are ecologically sustainable and economically viable. Specifically, participants will be able to:

- ◆ explain the principles of integrated organic farming;
- ◆ prepare organic inputs for value addition; and
- ◆ manage integrated organic farms.

**CONTENT:**

- ◆ Introduction to Integrated Organic Farming.
- ◆ Enterprise identification and selection.
- ◆ Resource Management in Integrated Organic Farming
- ◆ Production of liquid organic fertiliser, compost and bio-pesticides
- ◆ Linking Organic farmers to market
- ◆ Agribusiness Financial Management

- ◆ Risk management in integrated organic farming
- ◆ Gender Consideration in Integrated Organic Farming
- ◆ Digital marketing of Organic produce

**TRAINING METHODS:** Lecturettes, exercises, hands-on practicals, study visits and group discussions.

**WHO SHOULD ATTEND?** Farmers, Agripreneurs, Extension officers, NGOs, CBOs, Agricultural Officers, Organic Network of Nigeria, Cooperatives and farmer groups.

**DURATION:** One Week

**DATE:** September 21 – 25, 2026

**VENUE:** Ilorin

**CHARGES:** ₦200,000.00

### **EFFECTIVE STORES MANAGEMENT (ARM 106)**

**PREMISE:** Efficient stock flow, as well as good record keeping and stock accounting, are indispensable activities for good organisational performance. Essentially, effective store operations help to reduce wastages and costs as well as ensure an uninterrupted flow of activities. However, most store officers and supervisors are not adequately equipped to perform store functions.

**OBJECTIVES:** This course is designed to equip participants with knowledge, skills and attitude for storekeeping and operations of the stores. At the end of the course, participants will be able to:

- ◆ organise stores to ensure smooth supply of materials;
- ◆ account for stock levels and transactions; and
- ◆ develop coping strategies for challenges encountered in storekeeping functions.

**CONTENT:**

- ◆ Overview of store management.
- ◆ Inventory control techniques.
- ◆ Stores accounting and records.
- ◆ Stock taking procedures.
- ◆ Safety and security of stores.
- ◆ Receipt, issue, return and handover stores.
- ◆ Computer applications for store management.

**TRAINING METHODS:** Lecturettes, case studies, field visits, practical exercises and group discussions.

**WHO SHOULD ATTEND?** Store Officers and Supervisors, Procurement Officers in both public and private sector organisations.

**DURATION:** One week

**DATE:** September 21 – 25, 2026

**VENUE:** Ilorin

**CHARGES:** ₦180,000.00

### **TRAINING WORKSHOP ON URBAN AGRICULTURE FOR SUSTAINABLE FOOD SECURITY (ARM 427)**

**Premise:** Urban agriculture has been identified as a viable strategy to complement rural food supplies by integrating crop and livestock production within city spaces. The growing urban populations and declining productivity in rural agriculture, largely caused by insecurity, soil fertility depletion, reduction in arable land and unsustainable agricultural practices, lead to immense strain on the national food security. This imbalance heightens the risk of food insecurity in the urban Centres. Studies have shown that when properly harnessed, urban agriculture can contribute to income generation, job creation, national food security and improved urban landscapes. Premised on the foregoing, there is a need to equip agricultural practitioners in urban cities with knowledge and skills for efficient urban agricultural techniques for sustainable food production.

**Objectives:** This course is designed to provide all relevant stakeholders with the knowledge and skills needed to efficiently produce crops and livestock in urban areas for sustainable food security. At the end of this course, participants will be able to:

- ◆ identify agricultural production techniques suitable for urban areas;
- ◆ promote efficient use of limited urban resources such as land, water, and organic waste for productive agricultural activities;
- ◆ demonstrate practical skills for setting up small-scale urban farms; and
- ◆ foster linkages among stakeholders for the promotion and scaling up of urban agriculture initiatives.

**Contents:**

- ◆ Introduction to urban agriculture
- ◆ Urban Food Security and Resource Management
- ◆ Climate-Smart and Sustainable Practices
- ◆ Screenhouse, rooftop gardens, hydroponics, vertical farming approaches
- ◆ Livestock production in an urban context
- ◆ Nutrient management in crop growth media
- ◆ Compost production and waste management strategies
- ◆ ICT application in urban farming
- ◆ Urban agricultural produce processing and marketing

**Training Methods:** lecturesses, group discussion, study visit, audio visuals and hands-on practical.

**Who Should Attend:** Farmers, Agripreneurs, Officers of State and Federal Ministry of Agriculture and Food Security, National Directorate of Employment, Agric. Desk Officers in Commercial Banks, Retirees, civil servants, National Youth Service Corps, Nigeria Agricultural Insurance Commission, Bank of Agriculture and Oil and Gas Companies.

**Duration:** One Week

**Date:** October 5 – 9, 2026

**Venue:** Ilorin

**Charges:** ₦ 200,000.00

### **WORKSHOP ON COMMUNITY-DRIVEN DEVELOPMENT APPROACH IN AGRICULTURE AND RURAL DEVELOPMENT (ARM 344)**

**PREMISE:** Paradigm shift in Agricultural and Rural Development emphasises a community-driven development approach, which gives control of decisions and resources to community groups. This enhances the sustainability of development projects, especially those with external support.

Available evidence shows that there exists limited capacity among the rural communities and development workers to rise up to the challenges of taking charge of their development agenda. One potent way of addressing the issues involved is by exposing organisers, facilitators and executive committee members of community-based associations and groups to the basic principles of community-driven development (CDD) and concepts of participatory development.

**OBJECTIVES:** This workshop is therefore designed to enhance the participants' capacity in the application of the CDD approach to agricultural and rural development. At the end of the workshop, participants will be able to:

- ◆ discuss the evolution of rural development strategies in Nigeria;
- ◆ outline the key elements of the new Agricultural and Rural Development Policies;
- ◆ describe the pillars of community-driven development; and
- ◆ apply the concept of community-driven development to Nigeria's agricultural and rural development situation.

**CONTENT:**

- ◆ Review of selected ongoing agricultural and rural development projects.

- ◆ Concept and principles of community-driven development.
- ◆ Empowering communities in the context of agricultural and rural development (ARD) projects.
- ◆ Empowering Local Government and re-aligning the Centre.
- ◆ Social and public accountability in ARD projects.
- ◆ Conflict management among users of natural resources.
- ◆ Mainstreaming gender and vulnerable groups into community-driven development.
- ◆ Disaster risk management in community-driven development.

**TRAINING METHODS:** Lecturettes, discussions, group exercises, and case studies.

**WHO SHOULD ATTEND?** Project facilitators in Fadama III AF, VCDP, IFAD-CASP, CSDP and other poverty alleviation/eradication programmes, officers responsible for planning in Federal and State Ministries of Agriculture and Water Resources, Rural Development, Natural Resources and Environment, facilitators of NGOs/CBOs and community development officers in Local Government Councils, and Oil and Gas companies.

**DURATION:** One week  
**DATE** October 5 – 9, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **AGRO-FORESTRY EXTENSION MANAGEMENT FOR SUSTAINABLE AGRICULTURAL PRODUCTION (ARM 351)**

**PREMISE:** The massive loss of soil fertility of agricultural land throughout the country has raised fundamental questions on the efficiency of land-use practices and management. Agroforestry has been identified as a viable agricultural practice option that could sustain agricultural soil productivity, but this advantage is yet to be realised by farmers. This may be traced to the fact that extension has not been able to sufficiently transfer agro-forestry technologies to farmers. There is, therefore, a need for effective methods to get all the stakeholders involved in sustainable agro-forestry practices.

**OBJECTIVES:** This course aims to improve the capability of participants to impart knowledge and skills with a view to improving farmers' income and the performance of the forestry sub-sector. At the end of the course, participants will be able to:

- ◆ explain the concept of agro-forestry;
- ◆ manage agro-forestry practices; and
- ◆ use appropriate extension communication methods.

**CONTENT:**

- ◆ Overview of agro-forestry.
- ◆ Economic value of forest trees and non-timber forest products.
- ◆ Planning and organising for agro-forestry intervention.
- ◆ Managing agro-forestry resources.
- ◆ Agro-forestry extension methods.
- ◆ Preparation and production of audio-visual materials.
- ◆ Management of human resources involved in agro-forestry.
- ◆ Research-extension-farmers-input linkage system (REFILS) in agro-forestry.
- ◆ Gender issues in agro-forestry.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and study visits.

**WHO SHOULD ATTEND?** Forestry and Agricultural Officers at Federal, State and Local Government Levels; Officers working in Forestry Projects and Land Resources Departments; Subject-Matter-Specialists and Extension Officers in ADPs; Officers in Federal and State Ministries of Environment, RBDAs, Ministry of Water Resources and Rural Development, Environmental Protection Agencies, CSDP, NGOs and CBOs.

**DURATION:** One week  
**DATE:** October 12 - 16, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **MANAGEMENT SKILLS DEVELOPMENT FOR FACILITATORS OF AGRICULTURAL AND RURAL DEVELOPMENT PROGRAMMES (ARM 343)**

**PREMISE:** Ongoing Agriculture and Rural Development Programmes have emphasised the use of a community-driven approach to development. These programmes have engaged the services of facilitators in formulating and implementing local development plans using participatory approaches. ARMTI's interactions with the participating states in the ongoing programmes revealed that many of the facilitators do not have the required knowledge and skills to facilitate the process effectively.

**OBJECTIVES:** This course is designed to strengthen the capacity of the facilitators to effectively carry out their expected roles. At the end of the course, participants will be able to:

- ◆ describe a community-driven development approach to agricultural and rural development;
- ◆ apply participatory skills in developing ARD programmes; and
- ◆ manage conflicts among users of natural resources effectively.

**CONTENT:**

- ◆ Concept and Principles of Community Driven Development
- ◆ Grassroots facilitation skills.
- ◆ Social Inclusion in Agricultural and Rural Development Projects.
- ◆ Development plan preparation at the local level.
- ◆ Project operation and maintenance management.
- ◆ Management of community project funds.
- ◆ Gender consideration in facilitation skills.
- ◆ Participatory monitoring and evaluation.
- ◆ Community-based procurement and contract management.
- ◆ Environmental impact assessment of project activities.
- ◆ Conflict management among users of natural resources.

**TRAINING METHODS:** Lectures, brainstorming, group discussions, case studies and practical exercises.

**WHO SHOULD ATTEND?** Project facilitators, management committee members of CDA in IFAD-CASP, Fadama III AF, CSDP, VCDP, community development officers, supervisors and heads of agriculture departments in local government councils, facilitators of NGOs/CBOs and coordinators of public and private-sector organisations involved in grassroots development.

**DURATION:** One week.  
**DATE:** October 19 - 23, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦180,000.00

### **MONITORING AND EVALUATION IN PROJECT MANAGEMENT (ARM 223)**

**PREMISE:** The wide gap between many development projects' targets and actual achievements have, in most cases, been caused by the failure of the projects to generate and disseminate information to the relevant project components during and even after the project life. The problem is often traced to

inadequacy and sometimes lack of requisite skills among project managers and officers performing monitoring and evaluation functions.

**OBJECTIVES:** This course, therefore, seeks to equip participants with the practical skills and techniques required for monitoring and evaluation of agriculture and rural/community development projects. At the end of the course, participants will be able to:

- ◆ compose comprehensive monitoring and evaluation (M&E) reports that effectively communicate findings;
- ◆ design effective monitoring and evaluation systems tailored to the needs of their organisations;
- ◆ disseminate monitoring and evaluation results within their organisations to inform stakeholders and improve practices; and
- ◆ apply appropriate skills and techniques for monitoring and evaluation in their organisations.

**CONTENT:**

- ◆ Monitoring and evaluation in the project cycle.
- ◆ Monitoring and evaluation function.
- ◆ Objectives hierarchy in project monitoring and evaluation.
- ◆ Criteria for selection of M & E indicators.
- ◆ Logical framework design for project M & E.
- ◆ Introduction to survey design.
- ◆ Project Network Analysis.
- ◆ Questionnaire design for data gathering.
- ◆ Interview design and techniques.
- ◆ Concept of sustainability M & E.
- ◆ Reports in project M & E.

**TRAINING METHODS:** Lectures, group exercises and discussions, case studies and study visits.

**WHO SHOULD ATTEND?** Senior and Middle Level Professional staff with responsibilities for monitoring and evaluation in agricultural and rural development projects-crops, livestock, fisheries, forestry and other rural/community development projects - both in public and private sectors, including financial institutions, etc.

**DURATION:** 3 days  
**DATE:** June 9 - 11, 2026 (2nd Run)  
**VENUE:** Ahoada  
**CHARGES:** ₦185,000.00

### **RISK ANALYSIS AND MANAGEMENT IN AGRIBUSINESS (ARM 249)**

**PREMISE:** Risk remains a potential hindrance to agribusiness investment and growth in developing economies. The importance of risk analysis and management in agribusiness cannot be undermined. Risk analysis and management empower agribusinesses to identify the types of risks businesses are exposed to, how to plan and manage them. It averts low yield, low quality, loss of market, low profit and increased unemployment; thereby ensuring sustainability of the business. However, there exists inadequate knowledge and skills in risk analysis and management amongst agribusinesses. Therefore, there is a need to equip participants with appropriate knowledge and skills in risk analysis and management of agribusiness.

**OBJECTIVES:** This training workshop is designed to improve the knowledge and skills of participants in risk analysis and management of agribusiness. At the end of the workshop, participants will be able to:

- ◆ explain the concept of risk in agribusiness;
- ◆ analyse agribusiness risks;
- ◆ develop contingency plans for agribusiness sustainability; and
- ◆ apply strategies for managing agribusiness risks.

**CONTENT:**

- ◆ Overview of agribusiness risks.

- ◆ Data gathering for agribusiness risk analysis.
- ◆ Assessment of agribusiness environment.
- ◆ Identification and analysis of risks in agribusiness.
- ◆ Strategies for agribusiness risk management.
- ◆ Contingency planning for risk management.
- ◆ ICT application in risk management.

**TRAINING METHODS:** Lecturettes, group discussions, case studies, exercises, etc.

**WHO SHOULD ATTEND?** Agripreneurs, Farm Managers, Business Advisors, Extension Officers, Farm Project Officers, Agric. Finance Institutions, Officers from Bank of Industry (BOI), Bank of Agriculture (BOA), NAIC, NEMA, NDDC, Oil Companies and NGOs, etc.

**DURATION:** 3 days  
**DATE:** July 21 - 23, 2026 (2nd Run)  
**VENUE:** Ahoada  
**CHARGES:** ₦185,000.00

### **WORKSHOP ON PARTICIPATORY GENDER AUDIT (ARM 412)**

**PREMISE:** Participatory gender audit is a veritable tool for tracking gender mainstreaming. However, some gender experts and facilitators do not possess the ample skills needed to carry out a gender audit. It is therefore imperative to equip gender facilitators and relevant stakeholders with the requisite knowledge and skills for a participatory gender audit.

**OBJECTIVES:** This course is designed to equip participants with the requisite knowledge and skills for a participatory gender audit. At the end of the course, participants will be able to:

- ◆ explain the concept and significance of participatory gender audit in tracking gender mainstreaming;
- ◆ identify the key components and indicators involved in conducting a gender audit; and
- ◆ illustrate the procedures and methodologies required for effectively performing a participatory gender audit.

**CONTENT:**

- ◆ Overview of gender and development.
- ◆ Concept of participatory gender audit.
- ◆ Components and dimensions of participatory gender audit.
- ◆ Gender audit indicators.
- ◆ Participatory gender audit methodology.
- ◆ Interpersonal skills for participatory gender audit facilitators
- ◆ ICT skills for PGA facilitators.

**TRAINING METHODS:** Lecturettes, brainstorming, group discussions and exercises.

**WHO SHOULD ATTEND?** Gender Desk Officers in both Private and Public Sectors, Ministry of Women's Affairs, ARD Project Managers, Lecturers of Higher Institutions, NGOs, CBOs, Gender Experts and Facilitators, etc.

**DURATION:** 3 days  
**DATE:** July 21 - 23, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦190,000.00

## **WEB DESIGN AND CONTENT STRUCTURE FOR AGRIBUSINESS PROMOTION (ARM 327)**

**PREMISE:** Technology is something that keeps evolving and creating innovative ways to market businesses on the internet. The secret to success is in being useful, relevant, and unique. Current trend shows that future-minded companies and businesses are now increasingly investing in web development to meet the needs of their tech-savvy consumers. Therefore, developing an effective online presence is imperative for sustainable agribusiness growth. While business owners may focus on their social media pages, if their website has an inadequate user experience, their digital marketing efforts may not be effective. Hence, it is pertinent to understand the behaviour of modern consumer markets and develop web solutions that can produce optimum results.

**OBJECTIVES:** This workshop is therefore designed to enhance the knowledge and skills of entrepreneurs to create websites. At the end of this course, participants will be able to:

- ◆ outline procedures in designing a website for business promotion;
- ◆ demonstrate ability to produce a web content structure for better User Experience (UX); and
- ◆ model web pages, generate and use forms for content.

### **CONTENT**

- ◆ Introduction to Web Design and Development
- ◆ Web architecture
- ◆ Site plan and content strategy
- ◆ Databases for web development
- ◆ Webpages and posts
- ◆ Responsiveness and Device Compliance
- ◆ Plug-ins and add-ons
- ◆ Templates and Styling
- ◆ Graphics for web pages
- ◆ Content design and structures
- ◆ Web hosting and services

**TRAINING METHODS:** Lecturettes, demonstrations and hands-on practical exercises.

**WHO SHOULD ATTEND?** Community-based project facilitators, Information officers of ARD agencies, cooperatives, entrepreneurs, business advisors, content creators, extension officers and other Information professionals in NGOs/CBOs.

Note: Basic knowledge of computers is essential.

<b>DURATION:</b>	3 days
<b>DATE:</b>	July 21 - 23, 2026 (2nd Run)
<b>VENUE:</b>	Ilorin
<b>CHARGES:</b>	₦190,000.00

## **STRATEGIES FOR CONFLICT MANAGEMENT IN RURAL COMMUNITIES (ARM 214)**

**PREMISE:** Conflicts emanating from competition over access to resources, especially between pastoralists and crop farmers, are destroying lives and properties. The foregoing is a major impediment to agricultural activities, thereby worsening the current food insecurity, unemployment and poverty levels. It has also been noticed that major stakeholders do not possess adequate conflict management skills. Therefore, it is pertinent to equip participants and relevant stakeholders with appropriate skills for conflict management in rural communities for sustainable agricultural production and rural development.

**OBJECTIVES:** This course is designed to equip the participants with the requisite knowledge and skills for effective management of interpersonal relationships and conflict resolution. Specifically, at the end of this course, participants will be able to:

- ◆ explain the concept of conflict in rural communities;
- ◆ describe various strategies for conflict resolution in rural communities; and
- ◆ discuss constraints to effective management of conflicts.

**CONTENT:**

- ◆ Concept causes and effects of conflicts.
- ◆ Group dynamics for conflict management.
- ◆ Participatory leadership skills.
- ◆ Stakeholder analysis.
- ◆ Effective communication methods.
- ◆ Conflict resolution strategies.
- ◆ Management of interpersonal relationships.
- ◆ Gender issues in conflict management.

**TRAINING METHODS:** Lecturettes, group discussions, group exercises and role-play, case studies and study visits.

**WHO SHOULD ATTEND?** Community leaders, Community development officers, Extension officers, Agricultural officers at Federal, State and Local Government Levels; National Emergency Management Authority (NEMA), State Emergency Management Authority (SEMA), SNGOs, CBOs, and law enforcement agencies, etc.

**DURATION:** 3 days  
**DATE:** July 28 - 30, 2026 (2nd Run)  
**VENUE:** Ahoada  
**CHARGES:** ₦165,000.00

**MONITORING AND EVALUATION IN PROJECT MANAGEMENT  
(ARM 223)**

**PREMISE:** The wide gap between many development project targets and actual achievements have, in most cases, been caused by the failure of the projects to generate and disseminate information to the relevant project components during and even after the project life. The problem is often traced to inadequacy and sometimes lack of requisite skills among project managers and officers performing monitoring and evaluation functions.

**OBJECTIVES:** This course, therefore, seeks to equip participants with the practical skills and techniques required for monitoring and evaluation of agriculture and rural/community development projects. At the end of the course, participants will be able to:

- ◆ compose comprehensive monitoring and evaluation (M&E) reports that effectively communicate findings;
- ◆ design effective monitoring and evaluation systems tailored to the needs of their organisations;
- ◆ disseminate monitoring and evaluation results within their organisations to inform stakeholders and improve practices; and
- ◆ apply appropriate skills and techniques for monitoring and evaluation in their organisations.

**CONTENT:**

- ◆ Monitoring and evaluation in the project cycle.
- ◆ Monitoring and evaluation function.
- ◆ Objectives hierarchy in project monitoring and evaluation.
- ◆ Criteria for selection of M & E indicators.
- ◆ Logical framework design for project M & E.
- ◆ Introduction to survey design.
- ◆ Project Network Analysis.

- ◆ Questionnaire design for data gathering.
- ◆ Interview design and techniques.
- ◆ Concept of sustainability M & E.
- ◆ Reports in project M & E.

**TRAINING METHODS:** Lecturettes, group exercises and discussions, case studies and study visit.

**WHO SHOULD ATTEND?** Senior and Middle Level Professional staff with responsibilities for monitoring and evaluation in agricultural and rural development projects-crops, livestock, fisheries, forestry and other rural/community development projects - both in public and private sectors, including financial institutions, etc.

**DURATION:** 3 days

**DATE:** August 4 – 6, 2026 (3rd Run)

**VENUE:** Abuja

**CHARGES:** ₦185,000.00

### **EFFECTIVE RECORDS AND INFORMATION MANAGEMENT (ARM 108)**

**PREMISE:** The importance of records and information management in organisations cannot be overemphasized. This is particularly so in the face of wider use of modern information and communication technology. In spite of its importance, records and information management in most public and private sector organisations are poor and ineffective in keeping pace with modern organisational practices.

**OBJECTIVES:** This course is therefore designed to equip relevant officers with the knowledge and skills of effective records and information management. At the end of the course, participants will be able to:

- ◆ explain the principles of records and information management within organisational contexts;
- ◆ demonstrate the use of ICT tools for managing information; and
- ◆ design strategies for sustaining effective paperless records systems in workplaces.

**CONTENT:**

- ◆ Overview of information and communication technology.
- ◆ Management of a paperless office.
- ◆ Records management.
- ◆ Management of interpersonal relationships.
- ◆ ICT application to information management using appropriate software packages for:
  - Information storage and retrieval system.
  - Spreadsheet.
  - Database.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and hands-on exercises on the computer.

**WHO SHOULD ATTEND?** Heads, supervisors and staff of the records office and registry, administrative and executive officers, personal assistants and secretaries, and all other officers in charge of records and information management in both the public and private sectors.

**DURATION:** 3 days

**DATE:** August 18 - 20, 2026 (3rd Run)

**VENUE:** Bauchi

**CHARGES:** ₦190,000.00

## **STRATEGIES FOR CONFLICT MANAGEMENT IN RURAL COMMUNITIES (ARM 214)**

**PREMISE:** Conflicts emanating from competition over access to resources, especially between pastoralists and crop farmers, are destroying lives and properties. The foregoing is a major impediment to agricultural activities, thereby worsening the current food insecurity, unemployment and poverty levels. It has also been noticed that major stakeholders do not possess adequate conflict management skills. Therefore, it is pertinent to equip participants and relevant stakeholders with appropriate skills for conflict management in rural communities for sustainable agricultural production and rural development.

**OBJECTIVES:** This course is designed to equip the participants with the requisite knowledge and skills for effective management of interpersonal relationships and conflict resolution. Specifically, at the end of this course, participants will be able to:

- ◆ explain the concept of conflict in rural communities;
- ◆ describe various strategies for conflict resolution in rural communities; and
- ◆ discuss constraints to effective management of conflicts.

**CONTENT:**

- ◆ Concept causes and effects of conflicts.
- ◆ Group dynamics for conflict management.
- ◆ Participatory leadership skills.
- ◆ Stakeholder analysis.
- ◆ Effective communication methods.
- ◆ Conflict resolution strategies.
- ◆ Management of interpersonal relationships.
- ◆ Gender issues in conflict management.

**TRAINING METHODS:** Lecturettes, group discussions, group exercises and role-play, case studies and study visits.

**WHO SHOULD ATTEND?** Community leaders, Community development officers, Extension officers, Agricultural officers at Federal, State and Local Government Levels; National Emergency Management Authority (NEMA), State Emergency Management Authority (SEMA), SNGOs, CBOs, and law enforcement agencies, etc.

**DURATION:** 3 days

**DATE:** August 18 - 20, 2026 (3rd Run)

**VENUE:** Abuja

**CHARGES:** ₦165,000.00

## **COMPUTER APPLICATIONS FOR PROJECT MANAGEMENT (ARM 251)**

**PREMISE:** The capability of Project Managers to improve their performance could depend on how much data they can generate, collate, analyse, interpret, store and disseminate, to enable the projects to achieve their set objectives. Moreover, in a changing information technology environment, Project Managers' performance can therefore be improved if they can take advantage of the computer as an important tool for effective and efficient project management.

**OBJECTIVES:** This course is designed to introduce project managers to the use of the computer as an essential tool for effective and efficient project management. At the end of the course, participants will be able to:

- ◆ discuss the role of the computer in efficient project management; and
- ◆ use a computer for project design and management.

**CONTENT:**

- ◆ Overview of management principles.
- ◆ Project cycle/sequence in project management.
- ◆ Use of computers in project management.
- ◆ Project logical framework design.

- ◆ Project cash flow projection.
- ◆ Project financial analysis.
- ◆ Application of Ms-Project to project network analysis.

**TRAINING METHODS:** Lecturettes, demonstrations, individual and group exercises, hands-on computer exercises.

**WHO SHOULD ATTEND?** Project planners, analysts, accountants, farm managers and others responsible for managing projects in both the public and private sectors, including financial institutions, oil and gas companies, NDDC, etc.

**DURATION:** 3 days  
**DATE:** September 1 - 3, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦185,000.00

### **AGRICULTURAL BUSINESS AND FINANCIAL ANALYSIS FOR SUSTAINABLE ENTREPRENEURIAL DEVELOPMENT (ARM 312)**

**PREMISE:** In Nigeria, the rate at which enterprises are set up is very slow. Statistics show that only 25% of Micro, Small and Medium Enterprises (MSMEs) live to celebrate their fifth anniversary. In the same vein, the Nigerian middle class shrinks, real wages per capita are speedily decreasing, and consequently, the economic lives of the low and middle classes are getting precarious and difficult. These phenomena are attributable in part to individuals, families and enterprises having poor financial knowledge and skills. This made hard-earned money be expended on ineffective items and programme(s). Consequently, there is a high rate of unemployment and poor wealth creation in the country. Indeed, there is a general poor knowledge and skills in money and investment management. Hence, financial literacy has become a critical life skill for individuals, families, entrepreneurs and organisations as well as governments.

**OBJECTIVES:** Therefore, this course is designed to sharpen the financial knowledge and skills of participants. At the end of this course, participants will be able to:

- ◆ identify the critical attitudes necessary for achieving a sustainable livelihood;
- ◆ plan their financial resources effectively to support business growth; and
- ◆ apply the concepts of financial literacy to enhance their operational effectiveness in agricultural business.

**CONTENT:**

- ◆ Overview of Nigerian financial environments.
- ◆ Enterprise identification.
- ◆ Investment risk management.
- ◆ Financial record keeping.
- ◆ Financial planning and budgeting.
- ◆ Sourcing and Managing funds.
- ◆ Enterprise and personal assets and liabilities management.
- ◆ Savings and Investment culture.
- ◆ Personal retirement plans.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and exercises.

**WHO SHOULD ATTEND?** Entrepreneurs, Retiring Officers and Retirees from Public and Private Sector Organisations, Private Individuals, NGOs, Cooperative Societies, Credit Officers, Risk Managers, Relationship Officers and other professionals in Microfinance Banks (MFBs) and Institutions (MFIs) and their apex organisations, and exercises.

**DURATION:** 3 days  
**DATE:** September 8 – 10, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦165,000.00

### **TRAINING WORKSHOP ON FARMERS BUSINESS SCHOOL (FBS) (ARM 273)**

**PREMISE:** Agricultural development over the years has focused mainly on a number of activities in order to improve farm productivity. In the same vein, farmers are seen as mainly producers and not entrepreneurs. The Farmers Business School concept focuses on improving farmers' business skills as an important prerequisite for the adoption of improved technology and investment in Agricultural production. However, ARMTI's experience reveals that focusing on productivity alone may not translate to significant income for the farmers. Hence, a comprehensive adult learning approach that targets changing the mindset of smallholder farmers in the aspect of market opportunities, improved productivity, family income, and nutrition is germane towards sustaining farmers' businesses, which is the goal of the farmers' business school (FBS). It is therefore germane to enhance farmers' entrepreneurial skills to benefit from the numerous opportunities in Agriculture.

**OBJECTIVES:** This workshop is therefore designed to build the capacities of extension agents, grassroots development workers and smallholder farmers on the concept of farmers' business school (FBS). At the end of this workshop, participants will be able to:

- ◆ explain the concept of farmers' business school;
- ◆ state principles of farming as a business;
- ◆ explore market opportunities; and
- ◆ demonstrate the ability to use the FBS concept in Agricultural production.

**CONTENT:**

- ◆ Concept of Farmers Business School (FBS)
- ◆ Linking farmers to market
- ◆ Basic financial management
- ◆ Group dynamics
- ◆ Nutrition and Family Income
- ◆ Strategies in income diversification
- ◆ Farmers Organisation Business Models
- ◆ Good Agricultural Practices (GAP)
- ◆ Gender Mainstreaming in FBS

**TRAINING METHODS:** Lecturettes, Case studies, group exercises and study visits.

**WHO SHOULD ATTEND?** Public and private sector extension agents, NGOs, Commodity groups with advisory services providers, Farmers associations and cooperatives, planning Officers and Farm Managers in Teaching, Research and Commercial farms in Universities, Officers in the ADPs, CADP and Fadama, Farm Managers / Specialists in Ministry of Agriculture, Breweries, Private Sector Agricultural and Agro - based establishments, Graduates of Agriculture, etc.

**DURATION:** 3 Days  
**DATE:** October 6 - 8, 2026 (2nd Run)  
**VENUE:** Bauchi  
**CHARGES:** ₦185,000.00

## **EFFECTIVE RECORDS AND INFORMATION MANAGEMENT (ARM 108)**

**PREMISE:** The importance of records and information management in organisations cannot be overemphasised. This is particularly so in the face of wider use of modern information and communication technology. In spite of its importance, records and information management in most public and private sector organisations are poor and ineffective in keeping pace with modern organisational practices.

**OBJECTIVES:** This course is therefore designed to equip relevant officers with the knowledge and skills of effective records and information management. At the end of the course, participants will be able to:

- ◆ explain the principles of records and information management within organisational contexts;
- ◆ demonstrate the use of ICT tools for managing information; and
- ◆ design strategies for sustaining effective paperless records systems in workplaces.

### **CONTENT:**

- ◆ Overview of information and communication technology.
- ◆ Management of a paperless office.
- ◆ Records management.
- ◆ Management of interpersonal relationships.
- ◆ ICT application to information management using appropriate software packages for:
  - Information storage and retrieval system.
  - Spreadsheet.
  - Database.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and hands-on exercises on a computer.

**WHO SHOULD ATTEND?** Heads, supervisors and staff of the records office and registry, administrative and executive officers, personal assistants and secretaries, and all other officers in charge of records and information management in both the public and private sectors.

**DURATION:** 3 days

**DATE:** October 6 - 8, 2026 (4th Run)

**VENUE:** Abuja

**CHARGES:** ₦190,000.00

## **WORKSHOP ON PARTICIPATORY GENDER AUDIT (ARM 412)**

**PREMISE:** Participatory gender audit is a veritable tool for tracking gender mainstreaming. However, some gender experts and facilitators do not possess the ample skills needed to carry out a gender audit. It is therefore imperative to equip gender facilitators and relevant stakeholders with the requisite knowledge and skills for a participatory gender audit.

**OBJECTIVES:** This course is designed to equip participants with the requisite knowledge and skills for a participatory gender audit. At the end of the course, participants will be able to:

- ◆ explain the concept and significance of participatory gender audit in tracking gender mainstreaming;
- ◆ identify the key components and indicators involved in conducting a gender audit; and
- ◆ illustrate the procedures and methodologies required for effectively performing a participatory gender audit.

### **CONTENT:**

- ◆ Overview of gender and development.
- ◆ Concept of participatory gender audit.
- ◆ Components and dimensions of participatory gender audit.

- ◆ Gender audit indicators.
- ◆ Participatory gender audit methodology.
- ◆ Interpersonal skills for participatory gender audit facilitators
- ◆ ICT skills for PGA facilitators.

**TRAINING METHODS:** Lecturettes, brainstorming, group discussions and exercises.

**WHO SHOULD ATTEND?** Gender Desk Officers in both Private and Public Sectors, Ministry of Women Affairs, ARD Project Managers, Lecturers of Higher Institutions, NGOs, CBOs, Gender Experts and Facilitators, etc.

**DURATION:** 3 days  
**DATE:** October 13 - 15, 2026 (3rd Run)  
**VENUE:** Abuja  
**CHARGES:** ₦190,000.00

### **LOAN RECOVERY MANAGEMENT FOR AGRIC AND RURAL CREDIT MANAGERS (ARM 335)**

**PREMISE:** The importance of agricultural and rural credit schemes in poverty reduction in Nigeria cannot be overemphasised. Most of these schemes were short-lived because of poor loan recovery and funds depletion after a few rounds of loan disbursement. Hence, most of the credit schemes were not sustained. The reasons commonly adduced include: poor credit appraisal and loan collection mechanism; poor credit monitoring and supervision; deliberate loan default; and project failure.

**OBJECTIVES:** This course is designed to improve the knowledge and skills of Agricultural and Rural Credit Managers in loan recovery. At the end of the course, participants will be able to:

- ◆ discuss the concept of risks in relation to agricultural and rural credit;
- ◆ appraise micro-credit needs of clients;
- ◆ adopt effective loan recovery mechanisms; and
- ◆ design agricultural and rural credit monitoring and supervision schedules.

**CONTENT:**

- ◆ Overview of loan administration and management.
- ◆ Risk management in agricultural loans
- ◆ Project appraisal and refinancing techniques.
- ◆ Agricultural credit needs appraisal techniques.
- ◆ Group lending methods in credit administration and recovery.
- ◆ Loan monitoring and recovery mechanism.
- ◆ Gender issues in loan recovery.
- ◆ Legal issues in loan recovery.

**TRAINING METHODS:** Lecturettes, case studies, group discussions, exercises and study visits.

**WHO SHOULD ATTEND?** Agricultural Credit Managers in the Central Bank of Nigeria (CBN), Commercial Banks, NGOs, NDE, NACRDB, National Board for Micro-Finance, Ministries of Agriculture, ADPs, IFAD Projects and other Agricultural and Rural Finance Institutions.

**DURATION:** 3 days  
**DATE:** October 13 - 15, 2026 (2nd Run)  
**VENUE:** Ahoada  
**CHARGES:** ₦165,000.00

## **TRAINING WORKSHOP ON SOILLESS FARMING (ARM 354)**

**PREMISE:** The advent of civilisation has exposed soil-based agriculture to certain challenges such as urbanization, natural disasters, climate change, indiscriminate use of chemicals and pesticides, which fragment and deplete land fertility. These challenges are open threats to food production under conventional soil-based agriculture. Consequently, it will become impossible to feed the growing population using a soil-based system of crop farming only. Therefore, it is important to develop the capacity of agripreneurs in soilless farming.

**OBJECTIVES:** This workshop aims at developing the capacity of agripreneurs in soilless crop farming. At the end of this training workshop, participants will be able to;

- ◆ explain the concept of soilless farming;
- ◆ design and manage different types of soilless farming systems;
- ◆ develop a practical business model canvas tailored to soilless farming enterprise; and
- ◆ demonstrate best management practices in soilless farming.

### **CONTENT:**

- ◆ Concepts of soilless agriculture
- ◆ System Designs and Management in Soilless Farming
- ◆ Best Management Practices in Soilless Farming
- ◆ Business Model Canvas Development for Soilless Farming Business
- ◆ Post-Harvest Handling of Soilless Farm Produce.
- ◆ Markets and Marketing of Soilless Farm Produce
- ◆ Opportunities for Youth and Women in Soilless Agriculture
- ◆ Monitoring and Evaluation in Soilless farming

**TRAINING METHODS:** Lecturettes, Group discussions, Experience sharing, Practical demonstration and Hands-on practical.

**WHO SHOULD ATTEND:** Agricultural Institution, Youth, Business and Enterprise Development Officers in Agricultural and Rural Development Programmes, Commercial Farms, Poverty Alleviation/Eradiation Programmes Officers, National Directorate of Employment, Finance Institutions, NGOs/CBOs, Cooperatives and Private Organisations and Investors.

**DURATION:** 3 days

**DATE:** October 13 - 15, 2026 (2nd Run)

**VENUE:** Ibadan

**CHARGES:** ₦185,000.00

## **APPLICATION OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) FOR AGRICULTURE AND RURAL DEVELOPMENT PROGRAMMES (ARM 246)**

**PREMISE:** Information and Communication Technology (ICT) involve the use of computers and communication facilities, which enable the processing and storage of vast amounts of information, along with rapid distribution. However, most agricultural and rural development managers have inadequate knowledge and skills required for making effective use of the modern ICT.

**OBJECTIVES:** This course is therefore designed to enhance the knowledge and skills of senior/middle managers to effectively apply ICT tools for managing information. At the end of the course, participants will be able to:

- ◆ discuss the role of modern ICT in agricultural and rural development;
- ◆ explain fundamental principles in ICT.
- ◆ apply modern ICT facilities in agricultural and rural development; and
- ◆ operate multimedia data equipment effectively.

### **CONTENT:**

- ◆ Elements of Information and Communication Technology (ICT).

- ◆ Role of modern ICT in agricultural and rural development.
- ◆ Use of Personal computer software applications:
- ◆ Use of ICT facilities: Internet, World Wide Web, E-mail and Webpage development tools.
- ◆ Use of a multi-media data projector.

**TRAINING METHODS:** Lecturettes, demonstrations and practical exercises.

**WHO SHOULD ATTEND?** Senior/Middle Managers from the public and private organisations, including Research Scientists, Extension Officers, Officers of PRSD (from both the Federal and State Ministries of Agriculture and Rural Development), LG, NGOs, CBOs, Librarians, Technical Editors and other Information professionals. Basic knowledge of computers is essential.

**DURATION:** 3 days  
**DATE:** October 20 - 22, 2026 (2nd Run)  
**VENUE:** Ilorin  
**CHARGES:** ₦190,000.00

### **WORKSHOP ON CLIMATE SMART AGRICULTURE (CSA) FOR AGRIPRENEURS (ARM 263)**

**PREMISE:** Climate Smart Agriculture is an approach that is geared towards promoting sustainable agricultural development for food security by mitigating the effects of climate change. The approach is anchored on three pillars, which are: increasing agricultural productivity, building resilience to climate change and eliminating greenhouse gas emissions. Agripreneurs, given their dynamism and innovativeness, are critical resources that could be leveraged for advancing climate-smart agriculture. However, findings from interaction with some agripreneurs show that most of them have inadequate knowledge of climate-smart agriculture. Therefore, there is a need to build the capacity of agripreneurs on climate-smart agriculture.

**OBJECTIVES:** The course is therefore designed to equip participants with the requisite knowledge and skills on climate-smart agriculture. At the end of the course, participants will be able to:

- ◆ explain the concept of climate-smart agriculture (CSA);
- ◆ identify CSA strategies for enhancing agricultural productivity;
- ◆ demonstrate resilience-building practices for climate change adaptation; and
- ◆ manage agricultural activities to minimize greenhouse gas emissions.

**CONTENT:**

- ◆ Concept of climate-smart agriculture.
- ◆ Strategies for mitigating the effects of climate change.
- ◆ Building resilience towards climate change in agriculture.
- ◆ Strategies for reducing the emission of greenhouse gases from
- ◆ Gender consideration of climate-smart agriculture.

**TRAINING METHODS:** Lecturette, group discussions, brainstorming, group exercise and case study.

**WHO SHOULD ATTEND:** Agripreneurs, Managers of farms, Farmer associations, Extension Agents, Climate Change Desk Officers in NDDC, Green wall project and other relevant stakeholders, etc.

**DURATION:** 3 days  
**DATE:** October 20 – 22, 2026  
**VENUE:** Ilorin  
**CHARGES:** ₦165,000.00

## **TRAINING WORKSHOP ON MANAGING THE EFFECT OF CLIMATE CHANGE IN AGRICULTURE AND RURAL DEVELOPMENT (ARM 408)**

**PREMISE:** In recent decades, it has been observed that there is a rapid change in climatic conditions, and this has resulted in several negative effects on human activities and development, especially in agriculture and the environment. There is little awareness and understanding of the changing world in the rural areas where the majority of agriculture and rural development activities are carried out. Officers involved in agricultural and rural development activities do not have adequate capacity to inform and manage issues resulting from climate change. Thus, there is a need to equip them with the necessary knowledge and skills in managing the effects of climate change for the development of agriculture and the environment.

**OBJECTIVES:** This training workshop aimed at equipping participants with the relevant knowledge and skills to create awareness as well as manage the effects of climate change in ARD. At the end of this training, participants will be able to:

- ◆ explain the concept and effect of climate change in ARD;
- ◆ discuss factors responsible for climate change;
- ◆ develop mitigation and adaptation strategies for managing the effects of climate change; and
- ◆ adopt best practices in managing the effects of climate change.

**CONTENT:**

- ◆ Overview of climate change.
- ◆ Causes and effects of climate change in agricultural and environmental development.
- ◆ Mitigation and adaptation strategies to climate change.
- ◆ Environmental disaster risk management in agriculture and rural development.
- ◆ Natural resources management and biodiversity conservation.
- ◆ Appropriate methods in climate change management.
- ◆ Climate change and sustainable development.
- ◆ Gender issues in climate change.
- ◆ Geographical Information System (GIS) and climate change.

**TRAINING METHODS:** Lecturettes, group discussions, case studies, exercises etc.

**WHO SHOULD ATTEND?** Agricultural Development Officers, Environmental Protection Agencies, Agro-industrial Companies, Emergency Response Officers, Officers in National Parks and Gardens, Extension Officers, Finance Institutions, Insurance, Cooperatives, Community Development Officers, NGOs, NSREA and CBOs.

**DURATION:** 3 days

**DATE:** October 20 - 22, 2026 (2nd Run)

**VENUE:** Ilorin

**CHARGES:** ₦185,000.00

## **TRAINING ON COOPERATIVE BUSINESS SCHOOL (ARM 272)**

**PREMISE:** Cooperative business or venture is an inclusive business model, which strengthens cooperative societies' capacity to provide business services. However, enormous opportunities for business services available for cooperative societies are yet untapped, especially in ARD. This is because of inadequate knowledge and skills for business services. In order to ensure cooperative businesses, thrive in the face of various challenges stirring the global economy to a stiff, it is essential to have skilled professionals who understand the unique challenges and opportunities associated with these ventures.

**OBJECTIVE:** This course is designed to equip participants with the requisite knowledge and skills to explore opportunities for business services in cooperative societies. At the end of this training, participants will be able to:

- ◆ identify business service opportunities in cooperative societies;
- ◆ explain the legal framework of cooperative societies in Nigeria;
- ◆ apply effective marketing, financial, and accounting strategies in cooperative businesses; and
- ◆ develop a viable business plan for cooperative businesses.

**CONTENT:**

- ◆ Concept of cooperative business school
- ◆ Cooperative business services
- ◆ Business plan development
- ◆ Accounting in cooperative businesses
- ◆ Leadership and team management
- ◆ Conflict management and negotiation skills in cooperative businesses
- ◆ Risk management in cooperative businesses
- ◆ Cooperative legal framework in Nigeria

**TRAINING METHODS:** Case studies, Role-play, Group discussions, Exercises and Lecturettes

**WHO SHOULD ATTEND?** NGOs, CBOs, APOs, Departmental Cooperative Staff

(Universities, Polytechnics and Colleges), Provosts of Cooperative Colleges, Cooperative Officers of Federal and State Ministries, Cooperative Society Staff and Executives, Managers of Cooperative Groups, Ministry of Commerce and Cooperatives Staff, MFBs, ADPs, Coordinators of Public and Private Sector Organisations involved in grassroots development and Oil Companies.

**DURATION:** 3 days

**DATE:** October 20 - 22, 2026 (2nd Run)

**VENUE:** Abuja

**CHARGES:** ₦185,000.00

### **REPORT AND MEMO WRITING (ARM 219)**

**PREMISE:** The importance of a well-written report and memo in an organisation cannot be overemphasized. The responsibilities of most managers and officers at all levels include providing feedback to management in the form of reports and memoranda. In spite of its importance, most officers have inadequate report-writing skills to enable them to carry out their assignments effectively.

**OBJECTIVES:** This course is therefore designed to provide the requisite knowledge and skills on report and memo writing. At the end of the workshop, participants will be able to:

- ◆ collect appropriate data for report and memo writing;
- ◆ prepare reports and memoranda;
- ◆ present clear and understandable reports;
- ◆ illustrate information through charts and diagrams; and
- ◆ apply ICT tools in preparing reports.

**CONTENT:**

- ◆ Overview of report and memo writing.
- ◆ Data collection for report and memo writing.
- ◆ Data processing and analysis.
- ◆ Writing short and long reports.
- ◆ Report Presentation skills.
- ◆ Graphical aids to technical reports.
- ◆ ICT application for report and memo writing.

**TRAINING METHODS:** Lecturettes, group discussions, case studies and practical exercises.

**WHO SHOULD ATTEND?** Supervisory and Middle Level Managers, Executive Officers, Pas, Secretaries and all officers whose responsibilities involve report writing.

**DURATION:** 3 days  
**DATE:** October 27- 29, 2026 (4th Run)  
**VENUE:** Kaduna  
**CHARGES:** ₦165,000.00

### **RISK ANALYSIS AND MANAGEMENT IN AGRIBUSINESS (ARM 249)**

**PREMISE:** Risk remains a potential hindrance to agribusiness investment and growth in developing economies. The importance of risk analysis and management in agribusiness cannot be undermined. Risk analysis and management empower agripreneurs to identify the types of risks businesses are exposed to, how to plan and manage them. It averts low yield, low quality, loss of market, low profit and increased unemployment; thereby ensuring sustainability of the business. However, there exists inadequate knowledge and skills in risk analysis and management amongst agripreneurs. Therefore, there is a need to equip participants with appropriate knowledge and skills in risk analysis and management of agribusiness.

**OBJECTIVES:** This training workshop is designed to improve the knowledge and skills of participants in risk analysis and management of agribusiness. At the end of the workshop, participants will be able to:

- ◆ explain the concept of risk in agribusiness;
- ◆ analyse agribusiness risks;
- ◆ develop contingency plans for agribusiness sustainability; and
- ◆ apply strategies for managing agribusiness risks.

**CONTENT:**

- ◆ Overview of agribusiness risks.
- ◆ Data gathering for agribusiness risk analysis.
- ◆ Assessment of agribusiness environment.
- ◆ Identification and analysis of risks in agribusiness.
- ◆ Strategies for agribusiness risk management.
- ◆ Contingency planning for risk management.
- ◆ ICT application in risk management.

**TRAINING METHODS:** Lectures, group discussions, case studies, exercises etc.

**WHO SHOULD ATTEND?** Agripreneurs, Farm Managers, Business Advisors, Extension Officers, Farm Project Officers, Agric. Finance Institutions, Officers from Bank of Industry (BOI), Bank of Agriculture (BOA), NAIC, NEMA, NDDC, Oil Companies and NGOs etc.

**DURATION:** 3 days  
**DATE:** October 27 - 29, 2026 (3rd Run)  
**VENUE:** Abuja  
**CHARGES:** ₦185,000.00

### **ICT FOR EFFECTIVE INFORMATION SHARING AND COMMUNICATION IN RURAL MANAGEMENT (ARM 268)**

**PREMISE:** The awareness on information and communication technology, especially the internet, is increasing day by day, and new tools, approaches, and standards are emerging. The change in the mode of communication of information with the advent of these new technologies poses a challenge to rural managers in meeting their organisational objectives. Therefore, electronic networking can be used to build awareness to manage and disseminate information, communicate with personnel and strengthen partnerships.

**OBJECTIVES:** This course is designed to equip ARD managers with the necessary skills on emerging technologies for the effective dissemination and utilization of information. At the end of the course, participants will be able to:

- ◆ discuss the role of internet technologies in rural development;
- ◆ explain the basic principles of network-based information resources;
- ◆ organise an ICT-enabled "Common Service Centre"; and
- ◆ apply modern ICT tools for effective communication and information sharing.

**CONTENT:**

- ◆ Overview of Web 3.0 tools.
- ◆ Elements and trends of Internet technologies.
- ◆ Electronic Publishing.
- ◆ Resource sharing in a networked environment.
- ◆ Network-based information resources.
- ◆ Use and promotion of online resources and services.

**TRAINING METHODS:** Lecturettes, demonstrations, hands-on practical exercises.

**WHO SHOULD ATTEND?** Community-based project facilitators, Information officers of ARD agencies (CBARDP, Fadama, RUFIN and CSDP, etc.), Extension officers and other Information professionals in NGOs/CBOs.

Basic knowledge of computers is essential.

**DURATION:** 3 days  
**DATE:** November 3 - 5, 2026 (2nd Run)  
**VENUE:** Abuja  
**CHARGES:** ₦190,000.00

**TRAINING WORKSHOP ON POST-HARVEST MANAGEMENT OF AGRICULTURAL PRODUCE (ARM 322)**

**PREMISE:** Postharvest activities are important components of agricultural commodity value chains. They reduce waste; promote import substitution, food security, employment generation, wealth creation, human capital development, as well as security of human life and property. However, studies have reported that there is a high rate of post-harvest loss (60%) for perishable crops in Nigeria (APP, 2016). This may be attributed to inadequate knowledge and skills required for post-harvest handling of agricultural produce. Therefore, there is a need to enhance the capacity of value chain actors in post-harvest management of agricultural produce.

**OBJECTIVES:** This training workshop is designed to equip participants with the relevant knowledge and skills required in post-harvest management of agricultural produce. At the end of the workshop, participants will be able to:

- ◆ explain the concept of post-harvest management;
- ◆ discuss strategies for post-harvest management;
- ◆ identify quality control measures for post-harvest processes; and
- ◆ optimize the use of resources for agro-processing.

**CONTENT**

- ◆ Concept of post-harvest management of agricultural produce.
- ◆ Appropriate and adaptive processing technology at a small-scale level.
- ◆ Strategies for Post-Harvest Handling.
- ◆ Agricultural Produce Marketing.
- ◆ Food safety Management System (GAP, GHP, etc.)
- ◆ Agricultural Post-harvest Waste Management.
- ◆ Sourcing and Management of Fund for Agro-processing.
- ◆ Gender Roles in Post-harvest Management

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions and study visits.

**WHO SHOULD ATTEND?** Business / Enterprise development officer in agricultural rural development programmes, Agripreneurs, Commercial Agricultural Development, Quality Control Officers in private and public organisations, Poverty alleviation/eradication programmes, Agricultural extension officers, NGOs/CBOs, and Cooperative societies.

**DURATION:** 3 days  
**DATE** November 3 – 5, 2026 (2nd Run)  
**VENUE:** Ahoada  
**CHARGES:** ₦165,000.00

### **MANAGEMENT OF COOPERATIVE SOCIETY FOR SUSTAINABLE DEVELOPMENT (ARM 254)**

**PREMISE:** Cooperative societies have become alternatives to other financial institutions in Nigeria in the provision of micro finance and rendering of other vital services that are germane to development. The importance of cooperative societies cannot be overemphasized; they are geared towards alleviating poverty and improving the standard of living of the people. However, most cooperative officers have inadequate skills in record keeping, loan management, and fraud prevention/detection, among others. Consequently, they do not achieve their goals of existence. It is therefore imperative to build the capacity of cooperative societies on specific management skills that will position cooperatives to become key players in Nigeria's economy.

**OBJECTIVES:** This course is therefore designed to equip cooperators with the knowledge and skills necessary for effective management of cooperatives for sustainable development. At the end of the course, participants will be able to:

- ◆ state the importance of networks in cooperative societies;
- ◆ identify effective financial management techniques in cooperatives; and
- ◆ discuss strategies for managing cooperative societies.

#### **CONTENT:**

- ◆ Overview of Cooperative Society Movement in Nigeria.
- ◆ Networking in Cooperative Societies.
- ◆ Developing and Managing Cooperative Enterprises.
- ◆ Effective Financial Management Techniques.
- ◆ Strategic Planning in Cooperative Society Management.
- ◆ Information Management in Cooperative Societies.
- ◆ Loan Management Skills.
- ◆ Record Keeping.
- ◆ Fraud Prevention, Detection and Control in Cooperative Societies.
- ◆ Management of Interpersonal Relationships in Cooperatives.
- ◆ Monitoring and Evaluation of Cooperative Projects.

**TRAINING METHODS:** Lecturettes, group discussions, exercises, role-play and case studies.

**WHO SHOULD ATTEND?** Cooperators, Cooperative Officers from Federal and State Ministries, Cooperative staff, Managers of Cooperative groups, Ministry of Commerce and cooperatives, Microfinance banks, ADPs, Community Development Officers, Coordinators of Public and Private Sector Organisations involved in grassroots development, Oil Companies, NGOs and CBOs.

**DURATION:** 3 days  
**DATE:** November 3 - 5, 2026 (2nd Run)  
**VENUE:** Ahoada  
**CHARGES:** ₦165,000.00

## **TRAINING WORKSHOP ON SUSTAINABLE MANAGEMENT OF AGRIBUSINESS (ARM 253)**

**PREMISE:** Most interventions in the agricultural sector today seek to increase productivity and have therefore introduced several management practices to achieve it. While these practices have many positive effects, they also come with significant costs. In an effort to forestall the devastating effects of the negative outcomes of modern agribusiness practices, there is the need to critically consider the social, cultural, economic; and environmental implications of agribusiness practices to adapt practical and ethical approaches towards job creation, food security, improvement in nutrition and health, enhanced economic status of agribusiness stakeholders, good environmental best practices, and overall development of the agricultural commodity value chains.

**OBJECTIVES:** This course, therefore, aims at equipping participants with the relevant knowledge and skills required to manage agribusiness sustainably. At the end of the course, participants will be able to:

- ◆ discuss the dimensions of sustainable management in agribusiness;
- ◆ design a strategic agribusiness plan; and
- ◆ develop tools and strategies to monitor and evaluate the agribusiness plan.

### **CONTENT:**

- ◆ Overview of sustainable management of agribusiness.
- ◆ Project identification techniques.
- ◆ Stakeholder analysis and management in agribusiness.
- ◆ Concept of environmental sustainability in agribusiness management.
- ◆ Economic sustainability in agribusiness.
- ◆ Social consideration in agribusiness management.
- ◆ Sustainability monitoring and evaluation in agribusiness management.
- ◆ Gender consideration in sustainable agribusiness management.

**TRAINING METHODS:** Lecturettes, Group Discussions, Exercises, Case Studies and Study Visit

**WHO SHOULD ATTEND?** Managers of Agribusiness Advisors, Extension Officers at Federal, State, Local government levels, Subject Matter Specialists (SMSs) in ADPs Ministry of Environment and Water Resources, Ministry of Trade and Investment, NESREA, CADP, NDDC, NGOs, CBOs, Managers of Private Agribusiness Firms, etc.

<b>DURATION:</b>	3 days
<b>DATE:</b>	November 10 - 12, 2026 (2nd Run)
<b>VENUE:</b>	Ilorin
<b>CHARGES:</b>	₦165,000.00

## **LOAN RECOVERY MANAGEMENT FOR AGRIC AND RURAL CREDIT MANAGERS (ARM 335)**

**PREMISE:** The importance of agricultural and rural credit schemes in poverty reduction in Nigeria cannot be overemphasized. Most of these schemes were short-lived because of poor loan recovery and funds depletion after a few rounds of loan disbursement. Hence, most of the credit schemes were not sustained. The reasons commonly adduced include: poor credit appraisal and loan collection mechanism; poor credit monitoring and supervision; deliberate loan default; and project failure.

**OBJECTIVES:** This course is designed to improve the knowledge and skills of Agricultural and Rural Credit Managers in loan recovery. At the end of the course, participants will be able to:

- ◆ discuss the concept of risks in relation to agricultural and rural credit;
- ◆ appraise micro-credit needs of clients;

- ◆ adopt effective loan recovery mechanisms; and
- ◆ design agricultural and rural credit monitoring and supervision schedules.

**CONTENT:**

- ◆ Overview of loan administration and management.
- ◆ Risk management in agricultural loans.
- ◆ Project appraisal and refinancing techniques.
- ◆ Agricultural credit needs appraisal techniques.
- ◆ Group lending methods in credit administration and recovery.
- ◆ Loan monitoring and recovery mechanism.
- ◆ Gender issues in loan recovery.
- ◆ Legal issues in loan recovery.

**TRAINING METHODS:** Lecturettes, case studies, group discussions, exercises and study visits.

**WHO SHOULD ATTEND?** Agricultural Credit Managers in the Central Bank of Nigeria (CBN), Commercial Banks, NGOs, NDE, NACRDB, National Board for Micro-Finance, Ministries of Agriculture, ADPs, IFAD Projects and other Agricultural and Rural Finance Institutions.

**DURATION:** 3 days

**DATE:** November 10 - 12, 2026 (3rd Run)

**VENUE:** Abuja

**CHARGES:** ₦165,000.00

**TRAINING WORKSHOP ON AGRICULTURAL WASTE MANAGEMENT FOR SUSTAINABLE DEVELOPMENT (ARM 353)**

**PREMISE:** Agricultural activities are often accompanied by the generation of a huge number of wastes. These wastes are either dumped indiscriminately in the environment or released into water bodies through drainage, thereby causing pollution and contributing to the spread of diseases. However, agricultural wastes are potential resources that can be harnessed for economic benefits. Hence, the need to develop the capacity of agripreneurs with the requisite knowledge and skills required to manage agricultural waste.

**OBJECTIVES:** This training workshop is designed to develop the capacity of participants with the requisite knowledge and skills in managing agricultural wastes for economic benefits. At the end of this training workshop, participants will be able to;

- ◆ explain the concept of waste and waste management within the context of agriculture;
- ◆ identify the economic potentials of agricultural wastes and their benefits for sustainable development; and
- ◆ outline strategies for effectively managing agricultural wastes to maximize their economic value.

**CONTENT**

- ◆ Overview of Agricultural Wastes and Waste Management
- ◆ Potentials of Agricultural Wastes
- ◆ Strategies for Agricultural Waste Management
- ◆ Production of liquid organic fertilizer, compost and bio-pesticides
- ◆ Sourcing and Management of Fund for Agro-waste Processing
- ◆ Opportunities for Youth and Women in Agricultural Waste Management
- ◆ Market and Marketing Development for Agricultural Waste-Recycled-Product
- ◆ Monitoring and Evaluation in Agricultural Waste Management

**TRAINING METHODS:** Lecturettes, Exercises, Case studies, Group Discussions and Hands-on practical, demonstration, and Study Visit

**WHO SHOULD ATTEND?** Waste Management Companies, Business / Enterprise Development Officer in Agricultural Rural Development Programmes Officer, Agripreneurs, Commercial Agricultural Development Officers, Quality Control Officers in Private and Public

Organizations, Poverty Alleviation/Eradiation Programmes Officers, Agricultural Extension Officers, NGOs/CBOs, and Cooperative Society.

**DURATION:** 3 days

**DATE:** November 10 - 12, 2026 (2nd Run)

**VENUE:** Bauchi

**CHARGES:** ₦185,000.00





**ARMTI 2026 ONLINE TRAINING COURSES**

## **ARMTI 2026 ONLINE TRAINING COURSES**

### **1. Title: Training Workshop on Export of Agricultural Produce**

#### **CONTENT:**

- ◆ Overview of Agribusiness Produce and Product Marketing in Nigeria
- ◆ Export Procedure for Agricultural Products
- ◆ Quality Control and Standard requirements for Agricultural Product Export
- ◆ Use of ICT in Export of Agricultural Products
- ◆ Product Registration and Certification Procedures

### **2. Title: Post-harvest Management of Agricultural Produce**

#### **CONTENT:**

- ◆ Concept of post-harvest management of Agricultural Produce
- ◆ Strategies for Post-harvest Handling
- ◆ Food safety Management System (GAP, GHP, etc.)
- ◆ Agricultural post-harvest waste Management.

### **3. Title: Agribusiness Risk Analysis and Management**

#### **CONTENT:**

- ◆ Overview of Agribusiness Risk
- ◆ Identification and analysis of risk in agribusiness
- ◆ Strategies for agribusiness management
- ◆ ICT application in risk management

### **4. Title: Agribusiness Development and Customer Service Management**

#### **CONTENT:**

- ◆ Agribusiness identification and Selection
- ◆ Feasible Study and Agribusiness Plan
- ◆ Marketing of Agribusiness Products
- ◆ Management of Small and Medium Enterprises
- ◆ Customer Service Management in Business Development

### **5. Title: Agricultural Credit Analysis and Risk Management**

#### **CONTENT:**

- ◆ Overview of credit management.
- ◆ Project appraisal for credit delivery.
- ◆ Portfolio quality measures.
- ◆ Credit Scoring Methodologies
- ◆ Agricultural Credit Risk Techniques

### **6. Title: Agricultural Value Chain Financing for Managers in the ARD Sector and Financial Institutions**

#### **CONTENT:**

- ◆ Overview of Value Chain Finance (AVCF) in agriculture.
- ◆ Risk & Mitigation for AVCF

- ◆ Business Models for AVCF
- ◆ The role of ICT in agricultural value chain financing.
- ◆ Analysing cost margin and income distribution in AVCF

## **7. Title: Agricultural Business and Financial Analysis for Sustainable Entrepreneurial Development**

### **CONTENT:**

- ◆ Overview of Nigerian financial environments.
- ◆ Agri-business analysis (Using Excel-based Support Tool (EBST))
- ◆ Investment planning and budgeting.
- ◆ Sourcing for Agri-Business funds.
- ◆ Marketing and Networking skills

## **8. Title: Farm Business Planning and Management**

### **CONTENT:**

- ◆ Overview of Farm planning and management
- ◆ Farm Analysis
- ◆ Farm business record keeping
- ◆ Management of post-harvest loss

## **9. Title: Monitoring and Evaluation in Project Management**

### **CONTENT:**

- ◆ Overview of monitoring and evaluation in project function
- ◆ Objective hierarchy in project monitoring and evaluation
- ◆ Criteria for selection of monitoring and evaluation indicators
- ◆ Logical Framework design for project monitoring and evaluation
- ◆ Report in project monitoring and evaluation

## **10. Title: Feasible Study and Proposal Writing in Agribusiness Management**

### **CONTENT:**

- ◆ Overview of SMEs in Nigeria
- ◆ Project cycle/sequence
- ◆ Project design logical framework
- ◆ Cashflow Projection
- ◆ Measure of Project worth and viability

## **11. Title: Training Workshop on Sustainable Management of Agribusiness**

### **CONTENT:**

- ◆ Overview of sustainable management of Agribusiness
- ◆ Stakeholder analysis and management in agribusiness
- ◆ Sustainability monitoring and evaluation in agribusiness management
- ◆ Gender consideration in sustainable agribusiness management

## **12. Title: Loan Recovery Mechanisms for Agricultural**

### **CONTENT:**

- ◆ Overview of loan administration and management.
- ◆ Risk management in agricultural loans.

- ◆ Agricultural credit needs appraisal techniques
- ◆ Loan monitoring and recovery mechanism.

### **13. Title: Multi-media Production Technology and Digital Content Creation**

#### **CONTENT:**

- ◆ Introduction to Multimedia Technology
- ◆ Concept of Communications and General Digital Theatre Practice
- ◆ Multimedia Types, Language, and Use of Equipment
- ◆ Script Writing and Digital Content Development
- ◆ Basic Videography and Computer-Based Post Production
- ◆ Concepts of Infographics design

### **14. Title: Digital Multimedia for Development Practices**

#### **CONTENT:**

- ◆ An Overview of Digital Multimedia Production
- ◆ Audio-Visual Report Presentation for Monitoring and Evaluation Processes
- ◆ Basic Visual Demonstration and Advert Production for Enterprise Development
- ◆ Audio-Visual Report for Project Planning, Tracking and Execution
- ◆ Infographics Content Creation for Presentation
- ◆ Significance of A-V Feed Back Collections for Projects

### **15. Title: Management of Public Relations in the Agricultural and Rural Sector**

#### **CONTENT:**

- ◆ Overview of agricultural and rural transformation in Nigeria.
- ◆ The role of public relations in the agricultural and rural development sector.
- ◆ Understanding the agricultural and rural development public
- ◆ Corporate social responsibilities.
- ◆ Managing interpersonal relationships.
- ◆ The use of internet facilities for public relations function.

### **16. Title: Training Presentation Methods and Evaluation Skills**

#### **CONTENT:**

- ◆ Overview training presentation and evaluation methods.
- ◆ Training delivery style.
- ◆ Presentation and use of learning aids.
- ◆ Managing special learners and situations.
- ◆ Concepts and importance of evaluation.
- ◆ Types and methods of evaluation.

### **17. Title: Report and Memo Writing**

#### **CONTENT:**

- ◆ Overview of report and memo writing.
- ◆ Data collection for report and memo writing.
- ◆ Writing short and long reports.
- ◆ Report presentation skills.
- ◆ Graphical aids to technical reports.
- ◆ ICT application to report and memo writing.

## **18. Title: Effective Records and Information Management**

### **CONTENT:**

- ◆ Overview of information and communication technology.
- ◆ Management of paperless office.
- ◆ Records management.
- ◆ ICT application to information management using appropriate software packages for:
- ◆ Information storage and retrieval system.
- ◆ Spreadsheet.

## **19. Title: Workshop on Participating Gender Audit**

### **CONTENT:**

- Basic gender concepts
- Components of the participating gender audit
- Participatory gender audit methodology

## **20. Title: Management Skills Development for Youth Leaders**

### **CONTENT:**

- ◆ Youth and community development
- ◆ Organizing and monitoring youth for development programmes
- ◆ Leadership skills for managing youth
- ◆ Entrepreneurial skills for youth
- ◆ Team building

## **21. Title: Gender Development and Empowerment**

### **CONTENT:**

- ◆ Overview of gender and development
- ◆ Addressing gender issues in development
- ◆ Gender analysis tools
- ◆ Gender and sustainable development

## **22. Title: Management Skills Development for Women in Leadership Positions**

### **CONTENT:**

- ◆ Leadership styles and skills
- ◆ Assertiveness skills for women leaders
- ◆ Managing conflict between work and home
- ◆ Effective time management skills for women

### **23. Title: Management Skills Development for Facilitators of ARD Programmes**

#### **CONTENT:**

- ◆ Concepts and principles of Community-Driven Development.
- ◆ Grassroots facilitation skills.
- ◆ Social Inclusion in Agricultural and Rural Development Projects.
- ◆ Management of community project funds.
- ◆ Conflict management among users of natural resources.

### **24. Title: Workshop on Community-Driven Development Approach in Agriculture and Rural Development**

#### **CONTENT:**

- ◆ Overview of New Agricultural and Rural Development policies.
- ◆ Concept and principles of community-driven development.
- ◆ Empowering Local Government and re-aligning the centre.
- ◆ Conflict management among users of natural resources.
- ◆ Mainstreaming gender and vulnerable groups into community-driven development.

### **25. Title: Management of Cooperative Society for Sustainable Development**

#### **CONTENT:**

- ◆ Overview of Cooperative Society Movement in Nigeria.
- ◆ Networking in Cooperative Societies.
- ◆ Developing and Managing Cooperative Enterprises.
- ◆ Effective Financial Management Techniques.
- ◆ Fraud Prevention, Detection and Control in Cooperative Societies.

### **26. Title: Basic Contract Farming Principle Training for Sustainable Agribusiness Development**

#### **CONTENT:**

- ◆ Basic concept of contract farming as an inclusive business model.
- ◆ Condition for success and risk of failure in contract farming
- ◆ Typical contract specification and design.
- ◆ CF Business model canvas
- ◆ Contract farming risk management

***NOTE: DATE AND COST WILL BE COMMUNICATED VIA OUR ONLINE PLATFORMS***

**AGRICULTURAL AND RURAL MANAGEMENT TRAINING INSTITUTE**  
P.M.B. 1343, ILORIN, KWARA STATE, NIGERIA

NOMINATION FORM

Name of Course \_\_\_\_\_ Nominee: \_\_\_\_\_

Position: \_\_\_\_\_ Rank: \_\_\_\_\_ GL: \_\_\_\_\_

Organization: \_\_\_\_\_

Business \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Education (Mark highest):

Certificate/Diploma/HND/Bachelors/Masters/Doctorate/Professional Certificate Previous job experience: \_\_\_\_\_

Position of officer nominating \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Complete and return to:

**The Course Registrar,  
ARMTI, Km 18, Ilorin-Ajase-Ipo Highway**

# YEAR 2026 INTERNATIONAL TRAINING PROGRAMME



**ARMTI**

**Agricultural and Rural Management Training Institute**

## **ON THE MARBLE**

We recognise and appreciate your selfless commitment towards the improvement of the education sector in Nigeria, which is a prerequisite for National Development, including your selfless service to God, humanity, Country and Africa.

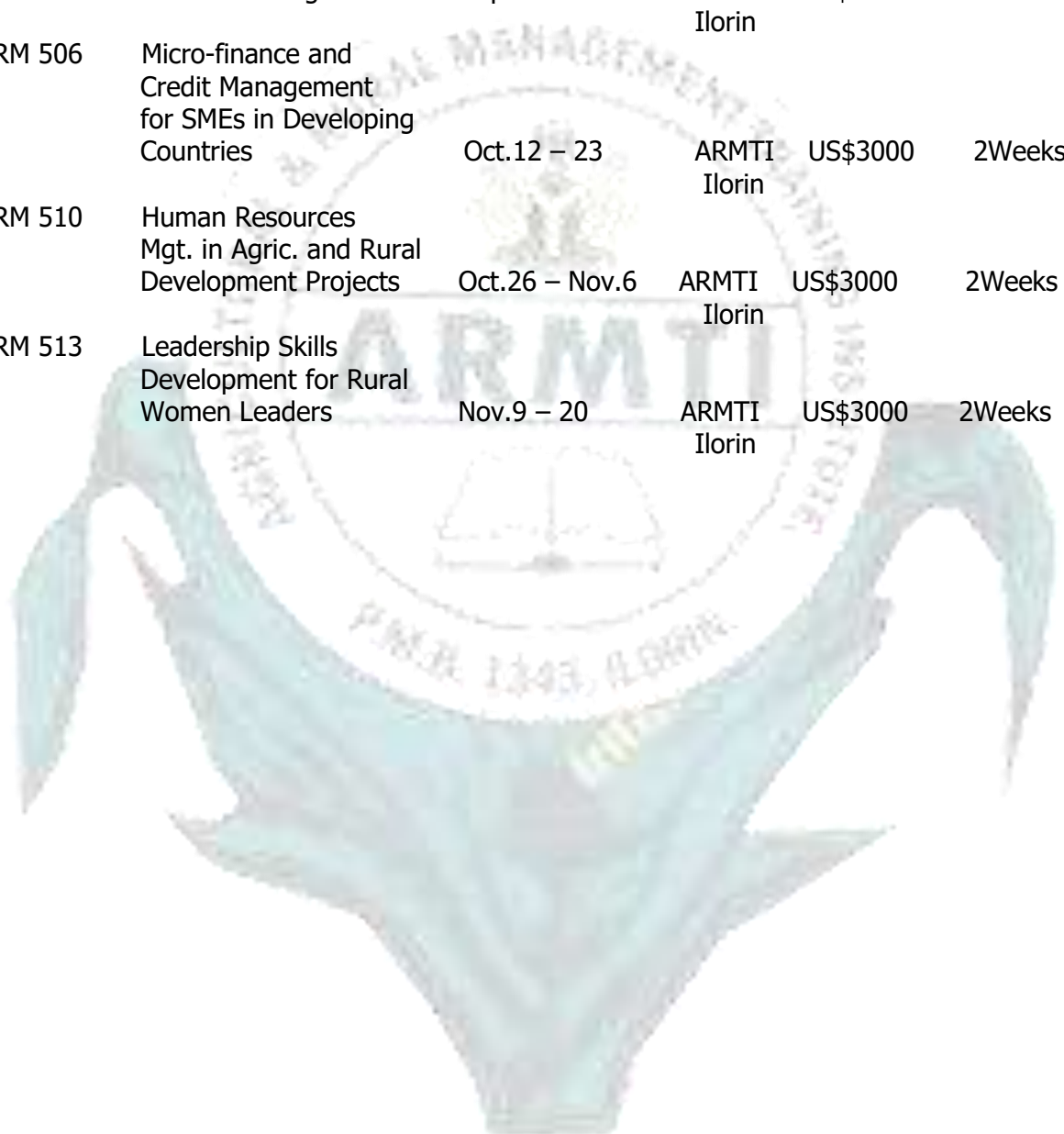
**Ozim Temple  
Africa Students Parliament**



## YEAR 2026 INTERNATIONAL TRAINING PROGRAMME OUTLINE

CODE	COURSE Title	DATE	VENUE	FEE (USD)	DURATION	PAGE
IARM 503	Mainstreaming Gender and the Vulnerable Devt. Programmes	May 11 – 22	ARMTI Ilorin	US\$3000	2Weeks	
IARM 507	Participatory Management of Agricultural and Development Programmes	June 1 – 13	ARMTI Ilorin	US\$3000	2Weeks	
IARM 511	Participatory Monitoring and Evaluation for Development Projects	June 22 – July 3	ARMTI Ilorin	US\$3000	2Weeks	
IARM 514	Workshop on Managing the Effect of Climate in Agriculture and Rural Development	July 20 – 31	ARMTI Ilorin	US\$3000	2Weeks	
IARM 515	International Course on Micro,small and Medium Enterprises Development for Employment Generation	Aug. 4 – 15	ARMTI Ilorin	US\$3000	2Weeks	
IARM 502	Participatory Management of Agricultural and Rural Extension Delivery	Aug.31 – Sept.11	ARMTI Ilorin	US\$3000	2Weeks	
IARM 516	International Training Workshop on Management Skills Dev. for Business Advisors on Small and Medium Scale Enterprises	Sept. 14 – 25	ARMTI Ilorin	US\$3000	2Weeks	

IARM 512	Effective Networking of Information and Communication Technologies (ICTs) in Rural Management	Sept.28 – Oct.9	ARMTI Ilorin	US\$3000	2Weeks
IARM 506	Micro-finance and Credit Management for SMEs in Developing Countries	Oct.12 – 23	ARMTI Ilorin	US\$3000	2Weeks
IARM 510	Human Resources Mgt. in Agric. and Rural Development Projects	Oct.26 – Nov.6	ARMTI Ilorin	US\$3000	2Weeks
IARM 513	Leadership Skills Development for Rural Women Leaders	Nov.9 – 20	ARMTI Ilorin	US\$3000	2Weeks



## **MAINSTREAMING GENDER AND THE VULNERABLE GROUPS INTO DEVELOPMENT PROGRAMMES (IARM 503)**

**PREMISE:** Development practitioners have recently realized that their efforts have not yielded the desired results, partly due to the non-involvement of women and the vulnerable groups in development programmes. Gender equality and empowerment for women and girls is not only basic to sustainable development but it is required to achieve all the other sixteen (16) Sustainable Development Goals of the United Nations. Against this backdrop, there is a need for gender considerations and involvement of the vulnerable groups in all aspects of development programmes.

**OBJECTIVES:** This course, therefore, is designed to equip participants with the knowledge and skills necessary for gender considerations and involvement of the vulnerable groups in development programmes. At the end of the course, participants should be able to:

- ◆ describe basic gender and vulnerable groups concepts;
- ◆ identify gender issues in development planning;
- ◆ analyze gender-disaggregated data; and
- ◆ incorporate gender and the vulnerable groups into development programmes.

### **CONTENT:**

- ◆ Basic gender and vulnerable groups concept.
- ◆ Strategies for mainstreaming gender and the vulnerable groups into development programmes.
- ◆ Gender-awareness planning and control.
- ◆ Gender Issues in Management.
- ◆ Methods of collecting gender-disaggregated data.
- ◆ Analysis, reporting and presentation of gender statistics.
- ◆ Budgeting with Gender focus.
- ◆ Gender, vulnerable groups and advocacy.

**TRAINING METHODS:** Lecturettes, exercises, group discussions, role models and case studies.

**WHO SHOULD ATTEND?** Development Officers from the Federal and State Ministries, Local Government, Research Institutes, NDDC, Universities, Polytechnics, Colleges of Education, NGOs, CBOs and Faith-Based Organisations.

**DURATION:** Two weeks  
**DATE:** May 11 – 22, 2026  
**VENUE:** ARMTI, Ilorin, Nigeria  
**CHARGES:** \$3000.00

## **PARTICIPATORY MANAGEMENT OF AGRICULTURAL AND DEVELOPMENT PROGRAMMES TRAINING (IARM 507)**

**PREMISE:** In the developing countries, the local government authorities constitute the closest tie of government to the people at the grassroots. This situation makes the local government authorities the most likely to facilitate development efforts that can lead to sustainable improvement in the lives of the rural dwellers. In practice, this is not the case because most planners and managers of rural development projects are used to the top-down approach to planning and decision-making. Recent experiences have shown that rural development programmes planned and executed without the active involvement of the intended beneficiaries have not yielded the expected results. Consequently, most of these programmes are not usually sustained beyond the period of external assistance, mainly because the beneficiaries neither believe the projects are their own nor have the capacity to manage them. The operatives at the local level need to be well-equipped with the skills and attitudes necessary to engender sustainable development at the grassroots.

**OBJECTIVES:** This course is, therefore, designed to enhance the capacity of development facilitators/managers to undertake participatory planning and management of grassroots development programmes. Specifically, at the end of the course, participants should be able to:

- ◆ utilize various participatory tools in planning and managing rural development programmes;
- ◆ identify community needs and priorities using participatory methods;
- ◆ plan and implement people-oriented projects;
- ◆ mobilize people for self-help; and
- ◆ monitor and evaluate development programmes.

### **CONTENT:**

- ◆ Overview of rural development.
- ◆ Concepts and Principles of Participatory Development.
- ◆ Participatory Rural Appraisal (PRA) techniques and tools.
- ◆ Participatory planning process and techniques.
- ◆ Community mobilization for rural development programmes.
- ◆ Participatory community development plan formulation.
- ◆ Sourcing funds for rural development programmes.
- ◆ Gender issues in grassroots development.
- ◆ Participatory monitoring and evaluation.
- ◆ Sustainability plan development for community projects.
- ◆ Community-based procurement and contract management.

## **TRAINING METHODS:**

Lecturettes, brainstorming, syndicate and plenary discussions, group exercises, role plays and study visits.

**WHO SHOULD ATTEND:** Officers responsible for planning and management of agricultural and rural development, water resources and poverty alleviation/eradication programmes and facilitators of Community-Based Organisations (CBOs) and donor-funded development projects.

**DURATION:** Two Weeks  
**DATE:** June 1 – 13, 2026  
**VENUE:** ARMTI, Ilorin, Nigeria  
**CHARGES:** \$3000.00

## **PARTICIPATORY MONITORING AND EVALUATION FOR DEVELOPMENT PROJECTS (IARM 511)**

**PREMISE:** Development agencies/organisations need to know how effective their efforts have been. Who should make those judgments, and on what basis? Usually, it has been outside experts who take charge. Participatory Monitoring and Evaluation (PM&E) is a different approach which involves the project beneficiaries, development agencies and policy makers deciding together how progress should be measured, and results acted on. It reveals lessons and improves accountability. Development Project Managers and Officers need to be trained to acquire the commensurate knowledge and attitude in participatory monitoring and evaluation for development project sustainability.

**OBJECTIVES:** The training programme seeks to equip participants with the practical skills and techniques required for participatory monitoring and evaluation of development projects. At the end of the course, participants should be able to:

- ◆ design a monitoring and evaluation system that allows participation;
- ◆ apply appropriate skills and techniques to facilitate participation in project monitoring and evaluation;
- ◆ disseminate monitoring and evaluation results to development projects management; and facilitate data collection, collation and interpretation in development projects.

### **CONTENT:**

- ◆ Concept of participation in development project management.
- ◆ Overview participatory monitoring and evaluation (PM & E).
- ◆ Hierarchy of project objectives.
- ◆ Logical framework design for PM & E.
- ◆ Selection of indicators for PM & E.
- ◆ Questionnaire design techniques in PM & E.
- ◆ Gender/Vulnerable group monitoring and evaluation.
- ◆ Interview techniques in PM & E.
- ◆ Sequence of steps in project sustainability PM & E.
- ◆ Reporting formats for PM & E.

**TRAINING METHODS:** Lecturettes, group discussion, group exercises, field visits/study and plenary presentations.

**WHO SHOULD ATTEND?**

Professionals with responsibilities for monitoring and evaluation in agriculture and rural development projects – crops, livestock, fisheries, forestry and other community development activities – both in public and private sectors, including financial institutions.

**DURATION:** Two Weeks  
**DATE:** June 22 – July 3, 2026  
**VENUE:** ARMTI, Ilorin  
**CHARGES:** \$3000.00

**WORKSHOP ON MANAGING THE EFFECT OF CLIMATE IN AGRICULTURE AND RURAL DEVELOPMENT (IARM 514)**

**PREMISE:** In recent decades, it has been observed that there is a rapid change in climatic conditions, and this has resulted in several negative effects on human activities and development, especially in agriculture and the environment. There is little awareness and understanding of the changing world in the rural areas where the majority of agriculture and rural development activities are carried out. Officers involved in agricultural and rural development activities do not have adequate capacity to inform and manage issues resulting from climate change. Thus, there is a need to equip them with the necessary knowledge and skills in managing the effects of climate change for the development of agriculture and the environment.

**OBJECTIVES:** This training workshop is aimed at equipping participants with the relevant knowledge and skills to create awareness as well as manage the effects of climate change in ARD. At the end of this training, participants should be able to:

- ◆ explain the concept and effect of climate change in ARD;
- ◆ identify factors responsible for climate change;
- ◆ identify mitigation and adaptation strategies for managing the effects of climate change; and
- ◆ identify and make use of best practices in managing the effects of climate change.

**CONTENT:**

- ◆ Overview of climate change.
- ◆ Causes and effects of climate change in agricultural and environmental development: Mitigation and adaptation strategies to climate change.
- ◆ Environmental disaster risk management in agriculture and rural development.
- ◆ Natural resources management and biodiversity conservation.
- ◆ Appropriate methods in climate change management.
- ◆ Climate change and sustainable development.
- ◆ Climate-smart agriculture.
- ◆ Gender issues in climate change.
- ◆ Geographical Information System (GIS) and climate change.
- ◆ Conflict management among users of natural resources.

**TRAINING METHODS:** Lecturettes, group discussions, case studies, exercises and study visits.

**WHO SHOULD ATTEND?** Agricultural Development Officers, Environmental Protection Agencies, Agro-industrial Companies, Emergency Response Officers, Officers in National Parks and Gardens, Extension Officers, Finance Institutions, Insurance, Cooperatives, Community Development Officers, NGOs, NSREA and CBOs.

**DURATION:** Two weeks  
**DATE:** July 20 – 31, 2026  
**VENUE:** ARMTI, Ilorin, Nigeria  
**CHARGES:** \$3000.00

### **INTERNATIONAL COURSE ON MICRO, SMALL AND MEDIUM ENTERPRISES DEVELOPMENT FOR EMPLOYMENT GENERATION (IARM 515)**

**PREMISE:** The incidence of unemployment in the developing countries is alarming. Unemployment, according to the International Labour Organisation (ILO, 2012), is among the biggest threats to social stability in many countries of the world, putting the global rate at 12.6%. Widespread poverty, youth restiveness, high rate of social vices and criminal activities are prevalent mainly because of joblessness. If this situation is left uncontrolled, apathy, cynicism, and revolution might become the consequences. The development of micro, small and medium enterprises (MSMEs) is a vital tool in enhancing employment generation and economic development, leading to improved livelihood of the people. However, there are inadequate enterprise development and management skills among the managers of MSMEs programmes. Therefore, there is a need to equip managers of MSMEs programmes with the requisite knowledge and skills to develop and manage profitable and sustainable MSMEs programmes.

**OBJECTIVES:** This course is designed to equip the managers and operators of MSMEs programmes with the requisite knowledge and skills to develop MSMEs for employment generation. At the end of the course, participants should be able to:

- ◆ describe the process of enterprise development;
- ◆ formulate, design and develop a business plan;
- ◆ identify, source and optimise use of funds; and
- ◆ manage business enterprise effectively.

**CONTENT:**

- ◆ Concept of small and medium enterprises.
- ◆ Potentials of MSMEs in economic development.
- ◆ Enterprise idea generation and selection.
- ◆ Feasibility study and business plan for sustainable Enterprises.
- ◆ Sourcing and utilization of funds
- ◆ Enterprise products marketing.
- ◆ Human resource management in MSMEs.
- ◆ ICT applications in MSMEs development and management.
- ◆ Gender considerations in MSMEs.

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions and study visits.

**WHO SHOULD ATTEND?** Managers/ Officers from public and private organisations, including Extension Officers, Planning Officers of Agricultural and Rural Development Institutions, Research and Statistics establishments, Enterprise Development Consultants, Job Creation

Managers/Desk Officers in MDAs, FBOs, NGOs, CBOs, Technical Editors and other information professionals.

**DURATION:** Two weeks  
**DATE:** August 3 – 14, 2026  
**VENUE:** ARMTI Ilorin, Nigeria  
**CHARGES:** \$3000.00

## **PARTICIPATORY MANAGEMENT OF AGRICULTURAL AND RURAL EXTENSION DELIVERY (IARM 502)**

**PREMISE:** The effectiveness of extension service delivery is largely dependent on the quality of managers of extension programmes. Participatory approach in extension service delivery has long been recognised by all stakeholders in the agricultural and rural sector. The actors involved in the process, farmers, extension staff, researchers, marketers and input providers have unique roles to play and tasks to perform. While the technical capability of managers of extension services is not in doubt, the same cannot be said about their managerial abilities using participatory techniques. There is, therefore, a need to equip them with the concepts and techniques of participatory management to enable them to facilitate the process of extension service delivery.

**OBJECTIVES:** This course is designed to equip participants with techniques required for effective agricultural and rural extension service delivery. At the end of the course, participants should be able to:

- ◆ apply participatory methodologies in identifying technology needs of farm families;
- ◆ involve stakeholders (especially farmers) in the agricultural technology development process;
- ◆ apply acquired skills to facilitate learning and action among grassroots community members;
- ◆ develop skills for participatory monitoring and evaluation of rural extension services; and
- ◆ manage problems of extension service delivery.

### **CONTENT:**

- ◆ Concepts and principles of extension management.
- ◆ Overview of research-extension-farmers-input-linkage system (REFILS).
- ◆ Extension programme planning.
- ◆ Communication methods, including ICTs in extension.
- ◆ Managerial leadership styles.
- ◆ Coordination of extension programmes.
- ◆ Participatory rural appraisal tools.
- ◆ Facilitation skills for extension activities.
- ◆ Participatory farmer group management.
- ◆ Gender consideration in participatory extension programming process.
- ◆ Participatory monitoring and evaluation of extension services.
- ◆ Farmer to Farmer interactive extension (FARINEX)

**TRAINING METHODS:** Lectures, brainstorming, group discussions and exercises, role plays, case studies and study visits.

**WHO SHOULD ATTEND?** Extension officers, planners, service providers, research scientists, marketers and managers of Agricultural and Rural Development Programmes in both public and private sector organisations, including Community Development Units of Oil and Gas Companies.

**DURATION:** Two Weeks

**DATE:** August 31 - September 11, 2026

**VENUE:** ARMTI, Ilorin, Nigeria

**CHARGES:** \$3000.00

### **INTERNATIONAL TRAINING ILORIN WORKSHOP ON MANAGEMENT SKILLS DEVELOPMENT FOR BUSINESS ADVISORS ON SMALL AND MEDIUM SCALE ENTERPRISES (IARM 516)**

**PREMISE:** Most enterprises in developing countries fall under SMEs. SMEs stimulate economic activities through the adoption of innovations that optimize the use of local resources. Therefore, SMEs contribute significantly to the socioeconomic development of a country and the well-being of the people. However, most existing enterprises run into problems partly due to inadequate management skills. This has placed enormous challenges on business advisors/consultants who are being called upon to assist in strengthening the capacity of the entrepreneurs. Hence, there is a need to improve the capacity of business advisors/consultants towards effective mentoring of SME owners.

**OBJECTIVES:** This course is developed to improve the knowledge and skills of small and medium-scale business advisors to provide advisory services in order to assist SMEs to perform optimally. At the end of the course, participants should be able to:

- ◆ identify viable small and medium-scale enterprises;
- ◆ diagnose and proffer solutions to enterprise problems;
- ◆ identify and manage SMEs risks; and
- ◆ explain the concept of enterprise sustainability.

#### **CONTENT:**

- ◆ Overview of small and medium enterprises.
- ◆ Diagnosing enterprise problem.
- ◆ Sourcing and managing enterprise funds.
- ◆ Market and marketing development.
- ◆ Record keeping for small business.
- ◆ Assets management.
- ◆ Risk identification and management in SMEs.
- ◆ Human resource management.
- ◆ Communication and facilitation skills.
- ◆ Sustainability measures in SMEs
- ◆ Sustainable monitoring and evaluation in SMEs

**TRAINING METHODS:** Lecturettes, exercises, case studies, group discussions and study visits.

**WHO SHOULD ATTEND?** Business Advisors/Project Officers on SME enterprises, Business Development Officers, Enterprise Desk Officers, Managers of Empowerment Programmes, Non-Governmental Organisations (NGOs), Local Government, Donor Assisted Projects, Leaders of

Cooperative groups and Cooperative officers, Entrepreneurs, Planning Officers of Research and Statistics establishments, Agricultural and Rural Institutes, FBOs, CBOs, etc.

**DURATION:** Two weeks  
**DATE:** September 14 – 25, 2026  
**VENUE:** ARMTI Campus, Ilorin, Nigeria  
**CHARGES:** \$3000.00

### **EFFECTIVE NETWORKING OF INFORMATION AND COMMUNICATION TECHNOLOGIES (ICTs) IN RURAL MANAGEMENT (IARM 512)**

**PREMISE:** The awareness on information and communication technology, especially the internet, is increasing day by day, and new tools, approaches, and standards are emerging. The change in the mode of communication of information with the advent of these new technologies poses a challenge to rural managers in meeting their organisational objectives. Therefore, electronic networking can be used to build awareness to manage and disseminate information, communicate with personnel and strengthen partnerships.

**OBJECTIVES:** This course is designed to equip ARD managers with the necessary skills on emerging technologies for effective dissemination and utilization of information. At the end of the course, participants should be able to:

- ◆ discuss the role of internet technologies in rural development;
- ◆ explain the basic principles of network-based information resources;
- ◆ organise an ICT-enabled "Common Service Centre"; and
- ◆ use Web 2.0 and modern ICT tools.

**CONTENT:**

- ◆ Overview of Web 2.0 and Social Media Concepts and Principles.
- ◆ Elements and trends of Internet technologies.
- ◆ Role of an ICT-based "Common Service Centre".
- ◆ Online and Electronic Publishing.
- ◆ Resource sharing in a networked environment.
- ◆ Network-based information resources.
- ◆ Use and promotion of online resources and services.

**TRAINING METHODS:** Lecturettes, demonstrations, hands-on practical exercises.

**WHO SHOULD ATTEND?** Community-based project facilitators, Information officers of ARD agencies, Extension officers, Technical Editors and other Information professionals.

**Note: Basic knowledge of computer is essential.**

**DURATION:** Two Weeks  
**DATE:** September 28 – Oct., 2026  
**VENUE:** ARMTI, Ilorin, Nigeria  
**CHARGES:** \$3000.00

## **MICRO-FINANCE AND CREDIT MANAGEMENT FOR SMEs IN DEVELOPING COUNTRIES (IARM 506)**

**PREMISE:** Micro, Small and Medium Enterprises (MSMEs) play a critical role as an engine of growth in developed and fast-growing economies. Unfortunately, (MSMEs) are unable to effectively play this role in many developing countries' context because of a shortage and poor management of available funds. Efforts made in the past to put in place some financing mechanisms, including traditional finance schemes to address such problems, have met with limited success.

**OBJECTIVES:** This course, therefore, is designed to improve the management skills of Managers of Micro-Finance and Credit Schemes in developing countries. At the end of the course, participants should be able to:

- ◆ identify constraints to the management of micro-finance and credit schemes;
- ◆ analyse strengths and weaknesses of micro-finance schemes;
- ◆ design improved strategies for managing micro-finance schemes in their countries;
- ◆ appraise micro-credit requests;
- ◆ design sellable micro-finance products to meet emerging needs; and
- ◆ adopt effective loan recovery mechanisms.

### **CONTENT:**

- ◆ Overview of Micro-Finance Management.
- ◆ Comparative review of Nigeria and other countries' experience in Micro-Credit Management.
- ◆ Project Appraisal for Credit Approval.
- ◆ Participatory Strategies in Credit Management.
- ◆ Credit Needs Appraisal for Credit Approval.
- ◆ Loan Recovery Strategies.
- ◆ Gender Considerations in Credit Administration.
- ◆ Computer Applications to Micro-Finance Management.
- ◆ Role of Self-help groups in Credit Administration.
- ◆ Loan Monitoring and Evaluation.
- ◆ Concepts of Value Chain Development in the Developing Countries.
- ◆ Efficiency, Profitability Measures and Accounting for Outstanding Loans of MFIs.
- ◆ Group Mobilization and Management for Effective Savings and Credit Delivery.
- ◆ Managing Inter-Personal Relationship.

**TRAINING METHODS:** Lecturettes, group discussions and exercises as well as case studies, and study visits.

**WHO SHOULD ATTEND?** Middle-level and Senior Managers employed by financial institutions and agencies in rural development sectors, particularly professional staff working in:

- ◆ Agricultural Department of Commercial Banks;
- ◆ Agricultural or Development Finance Department of Central Banks;
- ◆ Agricultural and Cooperatives Banks;
- ◆ Loan/Credit Disbursement Units of Ministries of Agriculture and Rural Development;
- ◆ Managers and Officers of Cooperative Societies;
- ◆ Agricultural Development Corporations/Projects;
- ◆ Staff of NGOs involved in Income-Generating Activities for Rural Areas; and

- ◆ Officials of government, Non-Governmental or Private Institutions who are interested in promoting Micro-Credit Schemes.

**DURATION:** Two Weeks  
**DATE:** October 12 - 23, 2026  
**VENUE:** ARMTI, Ilorin, Nigeria  
**CHARGES:** \$3000.00

**Note: Participants are to come with their country's report in Micro-Finance**

## **HUMAN RESOURCE MANAGEMENT IN AGRICULTURAL AND RURAL DEVELOPMENT PROJECTS (IARM 510)**

**PREMISE:** Resources commonly used by Agricultural and Rural Development (ARD) Projects for effective service delivery are land, finance, materials and human. Of these, human resources is about the most critical to manage due to rapidly changing environmental factors. Similarly, human resource management strategies adopted in ARD projects may vary with types of projects, the size, time of implementation, the location and some other factors. Many ARD projects have failed because of poor knowledge and skills in human resource management. There is, therefore, a need to equip Project Managers with the requisite knowledge and skills in human resource management to ensure the success of ARD projects.

**OBJECTIVES:** This course is, therefore, designed to equip participants with the necessary knowledge and skills in human resource management strategies in the implementation of ARD projects. At the end of the course, participants should be able to:

- ◆ plan human resource needs in ARD projects; and
- ◆ apply human resource management strategies in ARD projects.

### **CONTENT:**

- ◆ An overview of human resources in ARD projects.
- ◆ Human resource planning in ARD.
- ◆ Recruitment, selection and placement of human resources.
- ◆ Human resource development for project implementation.
- ◆ Management of Consultants in ARD projects.
- ◆ Participatory decision making in ARD projects.
- ◆ Performance appraisal in ARD projects.
- ◆ Leadership skills.
- ◆ Strategies for motivating human resource ARD projects.
- ◆ Succession planning in ARD projects.
- ◆ Managing industrial relations in ARD projects.
- ◆ Negotiation skills.
- ◆ Conflict management.
- ◆ Grievance handling and discipline.
- ◆ Social inclusion and vulnerable groups in ARD projects.
- ◆ ICT Application in ARD projects.
- ◆ Managing interpersonal relationships.

### **TRAINING METHODS:**

Lectures, group discussions, case studies, field studies and exercises.

**WHO SHOULD ATTEND?** Human Resource Managers and Officers in ARD Project Managers and Coordinators, Project Supervisors, Managers of Community-Based ARD Projects and NGOs; Administrative and Staff Welfare Officers in ARD Projects.

**DURATION:** Two Weeks

**DATE:** October 26 – Nov.6, 2026

**VENUE:** ARMTI, Ilorin, Nigeria

**CHARGES:** \$3000.00

### **LEADERSHIP SKILLS DEVELOPMENT FOR RURAL WOMEN LEADERS (IARM 513)**

**PREMISE:** Over time, the role of women in rural areas has changed from just being members of the family to economic activators and leaders. Abundant human talent exists among women in the rural areas of developing economies. Women in the rural areas are as endowed physically, intellectually, entrepreneurial wise and in many other aspects of life as their counterparts in urban settlements. However, their huge potentials are largely unharnessed and fast wasting away due to several factors, chief among which is the poor leadership quality of their leaders.

Given the innate capacity of women in the rural areas to adequately and profitably deploy their potentials to improve their living standard, transform their immediate environment and positively impact the economy, there is the urgent need to foster the full deployment of their natural potentials by giving them a sense of direction and an enabling environment which are both achievable by enhancing the leadership capability of their leaders.

**OBJECTIVES:** This workshop is designed to enhance the leadership capability of rural women leaders. At the end of the course, participants should be able to:

- ◆ explain the concept of leadership.
- ◆ highlight the elements of effective communication;
- ◆ discuss the principles of decision-making; and
- ◆ illustrate conflict management strategies.

#### **CONTENT:**

- ◆ The concept of leadership.
- ◆ Basic functions of management.
- ◆ Organizational strategic development plan.
- ◆ Effective communication methods.
- ◆ Stakeholder analysis.
- ◆ Building alliances in advocacy.
- ◆ Decision-making principles.
- ◆ Assertiveness skills development
- ◆ ICT skills development.
- ◆ Time management skills.
- ◆ Enterprise identification, development and management.
- ◆ Team building and management of interpersonal relationships.
- ◆ Conflict resolution strategies.

**TRAINING METHODOLOGIES:** Lecturettes, group discussion, role play, case studies and study visits.

**WHO SHOULD ATTEND?** Rural Women Leaders.

**DURATION:** Two weeks

**DATE:** November 9 - 20, 2026

**VENUE:** ARMTI, Ilorin, Nigeria.

**CHARGES:** \$3000.00



## LIST OF COURSES THAT CAN BE PACKAGED ON REQUEST

CODE	COURSE TITLE
ARM 209	Management of Women Cooperative Societies
ARM 317	Management of Fixed Assets in the Agric. & Rural Dev. Projects
ARM 409	Budgeting & Budgetary Control in the Nigerian Agric. Sector
ARM 309	Organisational Performance Improvement Planning (OPIP)
ARM 208	Promoting Sustainable Development in the Grassroots
ARM 228	Extension Communication for Subject-Matter Specialists
ARM 305	Management of Agricultural Research and Development Programme
ARM 319	Management of Agro-Industrial Enterprises
ARM 225	Establishment and Management of Cooperative Societies
ARM 236	Effective Management of Micro/Small and Medium Scale Enterprises
ARM 305	Effective Personnel Management Techniques
ARM 401	Effective Planning and Management of Retirement
ARM 215	Management of Non-Governmental Organisations
ARM 204	Effective Management Skills for Women Managers
ARM 267	Financial Record Keeping for Small-Scale Entrepreneurs
ARM 304	Advanced Financial Management Course for Senior Financial Managers
ARM 240	Financial Management for Small-Scale Entrepreneurs
ARM 411	Cost Control and Cost Reduction Techniques for Agro-Industrial Enterprises
ARM 310	Agric. Research Management for Research Scientists
ARM 407	Effective Strategies for Retiring into Agriculture and Agro-Business
ARM 340	Effective Extension Methods for the Fisheries Sub-sector
ARM 306	Manpower Planning
ARM 229	Stress Management
ARM 224	Management of Interpersonal Relationships
ARM 318	Effective Extension Methods for Agro-forestry
ARM 234	Agricultural Risk Management and Insurance
ARM 222	Agricultural Credit Management
ARM 231	Accounting & Financial Management for Local Government Non-Financial Officers
ARM 230	Financial Management for Local Government Accounts Staff
ARM 103	Small Scales Entrepreneurial Development Skills for Women in the Food Processing Sector
ARM 311	Effective Management of Training
ARM 250	Workshop on Computer Graphics for Report Presentation
ARM 416	Computer Appreciation for Top-Level and Policy Makers
ARM 336	Training Workshop on Basic Internet and E-mail for Agric. and Rural Sector
ARM 417	Advanced Management Development Programme for Middle and Top Level Managers
ARM 207	Management of Rural Infrastructure
ARM 218	Accounting and Finance for Non-Finance Managers
ARM 310	Workshop on Scientific Writing Skills for Agric. Research Scientists
ARM 403	Assertiveness Training Workshop for Women Managers
ARM 423	Planning & Mgt. of Poverty Alleviation Programmes
ARM 226	Computer Applications in Management Information Systems
ARM 405	Effective Management of Fadama Schemes
ARM 243	Effective Management of Family and Child Welfare Programme
ARM 210	Managing Social Needs of the Elderly
ARM 266	Management Skills Development Workshop for Managers of Disadvantaged Group

- ARM 413      Advanced Management of Training
- ARM 330      Workshop on Performance Management Instrument in Agriculture
- ARM 247      General Management Skills for Managers of Commercial Poultry Farms
- ARM 239      Human Resources Management for Rural Development
- ARM 238      Training Workshop on Use of Internet and E-mail Facilities for Development of Officers (Cyber Extension)
- ARM 107      Basic Computer Training for Middle / Senior Officers and Managers
- ARM 303      The Role of Agric. Project Managers in the Implementation of the Green Alternative Initiatives.
- ARM 345      Effective Use of MS-PowerPoint & Multimedia Equipment for Formal Presentation
- ARM 347      Information and Web Search Techniques for Agricultural Research Scientists and Dev. Off.



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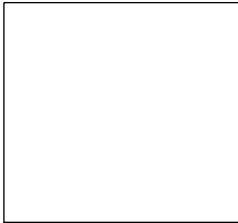
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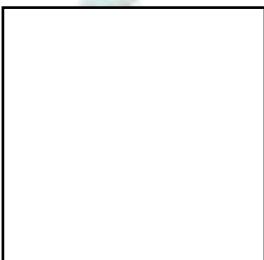
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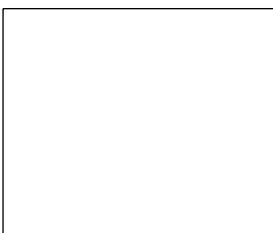
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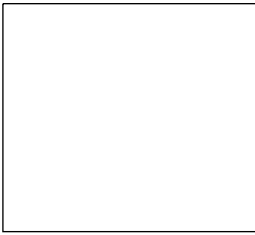
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