



Workshop in a Box | ONE PAGER

The Workshop in a Box is a **downloadable set of resources** that enable any facilitator to run a series of business preparedness and resilience workshops for small and medium organisations. The workshop material is suitable for both for-profit and not-for-profit organisations.

Why focus on organisations?

Small and medium organisations are the backbone of most economies. The goods and services they provide, the taxes they pay, and the employment they create are an important part of resilient communities. However, these organisations often have limited access to, or little time to seek out, advice about crisis readiness. The material contained in the Workshop in a Box aims to make crisis preparedness easy for owners and managers by teaching basic steps to help keep their organisations keep functioning after a crisis or disaster.

Why a workshop?

Workshops are a great way of creating an engaging learning environment where people have the opportunity to ask questions and support one another. The free app, **Atlas: Ready for Business**, complements the workshop material and organisations can use it to continue their preparedness journey following workshop attendance.

Who can use the material?

Any facilitator can present the material, regardless of their knowledge about business preparedness for crisis. The core material is universally applicable; however, it can be customised to suit any context.

The material is suitable for both for-profit and not-for-profit organisations.

What is in the 'box'?

As a downloadable package, it contains all the information and material a facilitator needs to organise and facilitate workshops to help small and medium organisations take basic steps to be crisis ready.

Invitation and promotional material

This material might help you with the logistics of organising a workshop, including sending invitations, reminder emails, a media release, workshop planner, and posters to advertise the workshop. Using these files is optional, you can use your own preferred way of inviting and organising participants for the workshop.

Workshop content

This is the core material to present in the workshop; this includes an agenda, PowerPoint presentation, a facilitator script, a workbook for participants, a workshop feedback form, and a baseline survey. All materials can be customised to suit your context and local business community.

Who can I talk to for more information?

The team at the Global Disaster Preparedness Centre will be able to help with any questions or issues you may have with accessing or downloading the material. Get in touch at: gipc@redcross.org



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