

The Pan African Civic Educators Network (PACENET)

**Buku Lophunzitsira Magulu
a
Kumidzi**

**PACENET
Thuchila House
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Malawi**

Ndi thandizo lochokera

ku

Tilitonse Fund.

Kuthokoza

Bungwe la Pan African Civic Educators Network (PACENET) likuthokoza mamembala a gulu loyendetsa bungweli, atsogoleri ndi ogwira ntchito ku bungweli kamba, ka luntha ndi kudzipereka kwao pokonza buku limeneli. Tikufunanso kuthokoza makhonsolo a boma la Chiradzulu, tauni ya Luchenza, boma la Thyolo, bungwe la Malawi Electoral Support Network (MESN), bungwe la Catholic Commission for Justice and Peace of the Archdiocese of Blantyre (CCJP-BT), bungwe la Men for Gender Equality Now (MEGEN), National Initiative for Civic Education (NICE) ndi olemba nkhani kamba ka ntchito yayikulu yomwe anagwira ndi maganizo omwe anapereka poyambirira penipeni polemba buku limeneli.

Pomaliza bungwe la PACENET likuthokozanso bungwe la Department for International Development (DFID), a European Union (EU), Royal Norwegian Embassy, boma la Irish Republic kudzera m'thumba la ***Tilitonse*** chifukwa cha thandizo la chuma ndi luso lopangira bukhu limeneli.

Steven Duwa

Executive Director

Pan African Civic Educators Network (PACENET)

MAYINA OLEMBEDWA M'CHIDULE

ADC	-	Area Development Committee
AEC	-	Area Executive Committee
AIDS	-	Acquired Immune Deficiency Syndrome
CBE	-	Community Based Educators
CBO	-	Community Based Organization
CCJP	-	Catholic Commission for Justice and Peace
CEO	-	Chief Executive Officer
DC	-	District Commissioner
DDP	-	District Development Plan
DEC	-	District Executive Committee
DFID	-	Department for International Development
EU	-	European Union
GVH	-	Group Village Headman/woman
HIV	-	Human Immune Virus
MDG	-	Millennium Development Goals
MEGEN	-	Men for Gender Equality Now
MESN	-	Malawi Electoral Support Network
MGDS	-	Malawi Growth and Development Strategy
MP	-	Member of Parliament
MT	-	Master Trainer
NICE	-	National Initiative for Civic Education
NGO	-	Non-Governmental Organization
PACENET	-	Pan African Civic Educators' Network
PM&E	-	Participatory Monitoring and Evaluation
SMART	-	Specific Measurable Attainable Relevant Time
SPICED	-	Subjective Participatory Interpreted Cross Empowering Diverse
TA	-	Traditional Authority
VAP	-	Village Action Plan
VDC	-	Village Development Committee
ZOPP (GOPP)	-	Zielorientierte Projektplanung (Goal Oriented Project Planning)

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Mawu Oyamba

Zokhudza Bukuli

Bukuli lapangidwa ndi cholinga chofuna kuthandiza magulu a kumidzi kuti athe kukwanitsa maudindo ndi ntchito zawo potero athe kukhala magulu omwe angathe kuonetsetsa kuti boma likuwathandiza mokwanira kuchita zinthu mosabisa komanso mopanda chinyengo kuchokera kwa anthu ogwira ntchito za boma ndi atsogoleri. Bukuli lapangidwa kuti ligwiritsidwe ntchito ndi magulu a kumidzi omwe mwa ena ndi ma Area Development Committee (ADC), ma Area Executive Committee (AEC), ma Village Development Committee (VDC), ndi ma Community Based Organisation (CBO).

Bukuli lapangidwa kuti lithe kugwiritsidwa ntchito ngati chida chotsogolera ndi kupezamo nzeru cha alangizi a bungwe la PACENET, alangizi a kumidzi a bungwe la PACENET, ogwira ntchito m'makhonsolo ndi mabungwe ena omwe siaboma omwe amagwira ntchito ndi magulu a kumidzi. Bukuli likugwira ntchito yophunzitsa ma ADC, AEC, CBO ndi ma VDC luso losiyanasiyana lokhudza ulamuliro wabwino ndi kayendetsedwe kabwino ka maboma aang'ono. Kuphatikiza apo ogwiritsa ntchito bukuli adzathanso kuphunzitsa luso lomwe lingathe kulimbikitsa anthu kuti akhale ochita zinthu mokhulupirika m'madera awo, komanso kutha kukuza chidwi chomatenga mbali pa zochitika m'madera awo. Pogwiritsidwa ntchito ngati chida chophunzitsira, bukuli liyenera kugwiritsidwa ntchito momasuka. Tikuganiza kuti onse ogwiritsa ntchito bukuli pophunzitsa ena, adzakhala odziwa kale komanso a luso lokhudza kayendetsedwe ka maboma aang'ono, mphamvu ku anthu ndinso luso lotsogolera kapena kuthandizira maphunziro.

Monga buku la anthu okhudzidwa ndi za kayendetsedwe ka maboma aang'ono, kagwiritsidwe kake ntchito ngati chida cholondolera kapena chongopezeramo nzeru kukuchokera pa luntha la oligwiritsa ntchitowo ngati anthu oti akukhudzidwa ndi kayendetsedwe ka maboma aang'ono ndi mpamvu ku anthu. Mwa ichi bukuli likulemekeza luntha la anthu oterowo maka pozindikira kuti kuphunzitsa ndi kuphunzira ndi ntchito yothandizana. Bukuli likuvomerezanso kuti ophunzira osiyanasiyana atha kukhala ndi maluso osiyanasiyana omwe angathe kugawana ndi anzawo pophunzitsana. Pa chifukwa ichi, ntchito ya aliyense ogwiritsa ntchito bukuli ngati chida chophunzitsira iyenera kukhala ya mthandiziri osati katswiri wodziwa zonse. Choncho phunziro loyamba lokamba za kuthandizira ndi lofunika kwambiri kulionetsetsa popeza likukamba zofunika pothandizira ophunzira.

Dongosolo lomwe bukuli likutsata likutsamira pa mfundo zomwe zimatsatidwa pophunzitsa anthu aakulu. Maphunziro otere amalimbikitsa njira zoti ophunzira azitenga gawo. Potero kukambirana m'magulu aang'onoang'ono ndi kukambirana onse pamodzi m'njira zosiyanasiyana, kwaikidwa ndi cholinga chopereka mwayi wolola ophunzira kufunsa mafunso, kukambirana zomwe akuzidziwa ndiponso maganizo awo, kuona pomwe akusiyana ndi kutha kumanga chimodzi pamtsiriziro pake. Mwayi ochita zinthu mothandizana monga ntchito za pagulu, kaya zina zofuna kukambirana mozama, ukuthanso kugwiritsidwa ntchito. Zofotokozero zikugwiritsidwa ntchito ndi cholinga choti ophunzirawo athe kuona zomwe akudziwa ndi kuzisanthula.

Muthanso kuona kuti ndi cholinga chofuna kulimbikitsa kuchitira zinthu pamodzi, bukuli lapangidwa kuti lithe kupereka mwayi kwa ophunzira kuti athe kusintha pena ndi pena mu zophunzitsidwazo. Choncho nkofunika kuti ophunzira alimbikitsidwe kusanthula zomwe akufuna kudziwa ndi kuti pokambirana ndi ena, apeze njira zokwaniritsira zolinga zawozo mopanda kusemphana ndi cholinga chenicheni cha maphunziro onse.

Kapangidwe ka bukuli ndi koti lagawidwa m'maphunziro angapo. Kupatula phunziro la "Mthandiziri" phunziro lirilonse lagawidwa m'zigawo. Gawo lirilonse liri ndi zofunika kukwaniritsa ndi njira zake ngati lagwiritsidwa ntchito ngati chida chophunzitsira.

Polembe bukuli tinachiyesa chofunika kwambiri kuti zitsanzo ndi tizisudzo tophunzitsira tomwe tagwiritsidwa ntchito tikhale tolingana ndi zinthu zomwe ophunzira amakumana nazo tsiku ndi tsiku. Nkofunika kuti pochita maphunziro aliwonse mphunzitsi aziganizira mbiri ya ophunzirawo, nzeru zawo, makhalidwe ndi kukonda kwawo pa nkhani za ndale. Zitsanzo zopambana ndi zomwe ophunzira ake angathe kupereka pa nthawi ya maphunzirowo.

Maphunziro asanayambe, mphunzitsi akupemphedwa kuyamba wawerenga zonse zofunika pa phunziro lirilonse. Kenaka ayenera kupeza zida zophunzitsira zoyenera gulu lomwe akuphunzitsalo. Nchachidziwikire kuti mphunzitsi nayenso atha kuonjezera nzeru zake powerenga zina ndi zina zokhuza ulamuliro wa m'maboma aang'ono, mphamvu ku anthu, kutenga mbali kwa anthu pa zitukuko komanso nkhani zokhudza kuchita zinthu poyera ndi kukhulupirika.

Cholinga cha bukuli

Poyesa kutukula kagwiridwe ka ntchito zotumikira anthu ndiponso magulu akumidzi odziwa udindo wawo, bungwe la PACENET likufuna kugwira ntchito ndi magulu a kumidzi monga ma ADC, AEC, VDC, ndi ma CBO kuti athe kukuza luntha lawo lotha kumvetsa ntchito ndi udindo wawo. Tikuganiza kuti magulu amenewa adzakhala ndi mphamvu tsopano zotha kugwira ntchito zawo zotsogolera pa nkhani za chitukuko. Ndi magulu amenewa omwe akhale akuphunzitsidwa umo angachitire pounika ntchito za chitukuko.

Bungwe la PACENET likukhulupira kuti chitukuko pa ntchito za chuma ndi zandale m'Malawi chingathe kuchitika ngati pangapezeke njira zoti mfundo za chitukuko cha kumidzi zizimangidwa ndi eni ake okhala kumidzi. Kuno ku Malawi zimenezi zikuchitika kudzera mu lamulo la mphamvu ku anthu ndi maboma aang'ono lomwe linakhazikitsidwa m'chaka cha 1998. Mfundo yaikulu mu dongosolo la mphamvu ku anthu ndiyo yopereka mphamvu kwa anthu kuti azikhala patsogolo pa ntchito zotukula miyoyo yawo pomwe mfundo yaikulu ya kayendetsedwe ka maboma aang'ono ndiyo kulimbikitsa anthu kutenga gawo pa ntchito zokweza miyoyo yawo.

Chotero bukuli ndi chida pa ntchito yolimbikitsa anthu a kumidzi kuti azitenga gawo kudzera mu ADC, AEC, VDC ndi ma CBO ngati mbali imodzi yolimbikitsa demokalase pakati pa anthu a kumidzi. Ndi udindo wa m'Malawi aliyense kulimbika poonetsetsa kuti tili ndi magulu odziwa ntchito yawo pa nkhani za ulamuliro wabwino komanso anthu okhulupirika pogwira ntchito zotumikira anthu ndi utsogoleri.

MTHANDIZIRI: NJIRA ZOTHANDIZA KUMVETSA NTCHITO YA MTHANDIZIRI

1.0 Kuthandizira nkutani?

Mawu oti kuthandizira amatanthauza kuchititsa chinthu kuti chioneke chosavuta. Timathandizira chinthu polola kuti chitheke kapena kuthandiza pochichita. Pa nkhani ya maphunziro tikutanthauza kuthandiza kuti kuphunzira kuchitike.

Kuphunzitsa ndiko kuthandizira kuphunzira

Kuthandizira kuphunzira pochepetsa nkhwana ndi ntchito yapadera yosiyana ndi kuthandizira ntchito yothetsa mkangano yomwe nkhani yaikulu imakhala kulimbikitsa kukambirana pakati pa magulu omwe akukangana. Ngati anthu othandizira kuphunzira, tiyenera kulimbikitsa kutenga gawo kwa ophunzira ndi cholinga choti ophunzira akhale ndi mwayi wophunzira pokhalira ndi kuchitira zinthu limodzi, mwachitsanzo kudzera m'kukambirana.

Ngati athandiziri tiyenera kupereka mwayi woti aliyense akhale womasuka ndi wopanda mantha kuti atengepo mbali. Choncho tikamakamba za kuthandizira m'buku lino tikutanthauza kuphunzitsa ngati kuthandizira kuphunzira kapena kuthandiza kuti wina aphunzire.

Aphunzitsi amagwiritsa ntchito luso ndi njira zosiyanasiyana pophunzitsa. Kamba kogwira ntchitoyi kwa nthawi yaitali, ena mwa iwo amakhala ndi luso lochuluka pogwira ntchitoyi. Ena amakhala odziwa bwino gawo lina la ntchitoyi. Mphunzitsi amagwiritsa ntchito luso ndi njira zosiyanasiyana kuphatikizapo luso lake lobadwa nalo. Luso la chibadwidwe siliphunziridwa koma limachokera pa zinthu zina monga m'mene munthuyo aliri, mbiri yake ndiponso zikhulupiliro zake. Pa mtsiriziro pake m'mene munthu angaphunzitsire limakhala ngati luso lapadera la munthuyo. Aphunzitsi awiri atha kuphunzitsa phunziro limodzi pogwiritsa ntchito njira zosiyana koma ndi kutha kukwaniritsa cholinga chawo.

Ophunzira osiyanasiyana amaona mosiyana m'mene mphunzitsi akuphunzitsira molingana ndi zomwe ophunzirawo akufuna kudziwa. Kuphunzirira pamodzi ngati gulu kutha kuthandiza kuika pamodzi zolinga zosiyanasiyana zomwe ophunzira ali nazo pochita maphunzirowo.

Poganizira m'mene aliri anthu ochita maphunziro, maphunziro ayenera kukonzedwa ndi kuphunzitsidwa molingana ndi zolinga ndi mfundo za kaphunziridwe ka anthu aakulu. Molingana ndi buku limeneli, mfundo zimenezi ziri m'magawo anayi:

a. Kuphunzira kudzera mu zomwe tidziwa

Mfundo yaikulu yomwe njirayi imadalira ndiyoti anthu aakulu amaphunzira bwino kudzera mu zomwe iwo akudziwa kale. Izi sizitanthauza kuti anthuwa sangathe kuphunzira mwa njira ina, koma kuti njira imeneyi imalimbikitsa mwayi wotha kuona kufunika kwa maphunzirowo, kutha kukumbukira zomwe aphunzira ndi kuzigwiritsa ntchito. Magawo anayi a umo anthu aakulu amaphunzirira kuyambira pa zomwe akudziwa, zimene angathe kudziwa, kusanthula ndi kumanga zonse pamodzi ayenera kugwiritsidwa ntchito m'njira imeneyi. Ngati maphunziro otsamira pa zomwe munthu akudziwa, njirayi imasakaniza luso la ophunzira ndi zomwe ophunzirawo akudziwa pa ntchito yawo. Izi zimalimbikitsidwa ndi zitsanzo zoyenera ndi nkhani za pa kanema ngati kungatheke kutero.

b. Kuphunzira pogawana nzeru

Kuphunzira pogwiritsa ntchito zomwe tikudziwa, kumapereka mwayi wochita zinthu momwe tikufunira. Pa chifukwa chimenechi mthandiziri ayenera kulemekeza zomwe munthu akudziwa kale maka polingalira kuti kuphunzira ndiko kugawana nzeru. Maphunziro azichitika moganizira kuti munthu aliyense ali ndi luso lomwe angathe kugawana ndi anzake. Pa chifukwa ichi mphunzitsi ayenera kugwira ntchito yake ngati mthandiziri. Kukambirana m'magulu ang'onoang'ono motsatizana ndi kukambirana kwa magulu onse m'njira zosiyanasiyana kumathandiza ophunzira kuti athe kufunsa mafunso, kudziwitsana zomwe akudziwa ndi maganizo omwe ali nawo ndi kutha kumanga mfundo imodzi pa mapeto pake. Zitsanzo za ntchito yoti anthu akambirane pagulu ziyeneranso kufufuzidwa ndi kugwiritsidwa ntchito pochita maphunziro a mtundu umenewu. Mfundo zoti anthu awerenge zigwiritsidwe ntchito pokhapokha zikuthandiza ophunzirawo kuona kufunika kwa zomwe akudziwa kale. Choncho ophunzira ayenera kulimbikitsidwa, pokambirana nawo, kuti agwiritse ntchito zolembedwa kudzera mu zomwe akudziwa ndi cholinga chofuna kutsindika, kukuza kapena kufuna kuona ngati ndi zoonadi.

c. Kuphunzira mwawekha

Anthu aakulu amatha kuchita zinthu mwaokha. Iwowa ayenera kukhala ndi ufulu wochita zinthu mwaokha. Choncho, polimbikitsa njira yochitira zinthu pamodzi, maphunziro akonzedwe ndi kuchitika m'njira yomwe ingapatse mpata anthuwo kukonza zomwe akufuna kuphunzira poganizira kuti ntchito imeneyi, ngati gawo la zonse zomwe ziyenera kuphunziridwa, ilimbikitsa anthuwo kufuna kuphunzira. Choncho anthu omwe akuphunzira alimbikitsidwe kupeza zolinga zawozawo zophunzilira pokambirana ndi ena komanso kupeza njira zomwe angathe kuti izi zikwaniritsidwe molingana ndi zolinga zonse za maphunzirowo.

d. Maphunziro ngati njira yodzetsa kusintha pakati pa anthu

Kudzera mu mfundo zomwe zimatsatidwa pochita maphunziro a anthu aakulu, maphunzirowa akufuna kugwiritsa ntchito mfundo zomwe zimatenga maphunziro ngati chida chosinthira khalidwe la munthu zomwe zimatsatidwa m'maphunziro ena aliwonse masiku ano omwe amakhudza anthu aakulu. Apa cholinga sikungothandiza chabe kuti anthuwo akhale ndi luso lina lake ayi koma kuwasintha anthuwo kuti akhale ndi mtima woona makangano omwe angagwe pakati pawo mwa njira ina ndi momwe angawathetsere. Izi ndi zofunika maka polingalira kuti nthawi zambiri makangano amakhala ndi zotsatira zoyipa. Pa chifukwa ichi anthu ambiri amangowapewa kapena kuyembekeza kuti mathero ake akhala kuonongeka kwa zinthu. Pomwe tikuvomereza kuti makangano si chinthu choyenera pakati pa anthu, cholinga china cha maphunzirowa ndicho kuthandiza anthu kuzindikira kuti makangano ayenera kukhalapo pakati pa anthu ndi kuti mwinanso makangano angathe kuthandiza kuti zinthu zipite patsogolo. Choncho cholinga chisazikhala kupewa makangano koma kupeza njira zabwino zomwe zingathandize kuthana ndi makanganowo.

1.2 Inu ngati mthandiziri

Mthandiziri –

- Amakhazikitsa mgwirizano pakati pa anthu omwe akuchita maphunziro pomwe mthandiziri amakhala woyamba pakati pa anthu ofanana koma udindo wophunzira umakhala wa gulu lonse;
- Amathandiza kukhazikitsa chikhulupiliro ndi kumasuka ndikuti aliyense akhale ndi ufulu wotha kuyankhula momasuka komanso kutha kuvomereza maganizo osiyana ndi awo;
- Amaonetsetsa kuti aliyense azitha kuona kuti ali ndi gawo ndi kuti ali ndi mwayi wotenga mbali;

- Amakhazikitsa dongosolo lomwe aliynse ayenera kutsatira monga kusunga nthawi, kutsegulira ndi kutseka zokambirana ndi kutsatira mndandanda wa zokambirana;
- Amaonetsetsa kuti pali anthu okonza dongosolo la zochitika monga kukonza zida zophunzirira, kukonza malo okumanira, kudziwitsa anthu zofuna kuchita ndi kuona kuti zonse zokonzekera zikuchitika.

Mthandiziri asakhale:

- **"Mtsogoleri wa zonse":** gulu lonse liri ndi udindo pa maphunzirowo. Ntchito ya mthandiziri ndiyo kuthandiza kuti kuphunzirako kuchitike bwino. Komanso mthandiziri asakhale mwini wa zokambirana. Anthuwo akhale ndi mwayi wotha kusankha zomwe akufuna kuti aphunzire.
- **Mphunzitsi:** mthandiziri akhale wophunzira nawo, wotha kuona zonse zomwe zikuphunziridwa ngati m'modzi mwa ophunzira.
- **Asakhale ngati katswiri:** ngakhale amakhala wokonza zonse, mthandiziri atha kusadziwa zonse zofunika pa phunziro monga ena mwa anthu pagululo.
- **Womalongosola zonse:** mthandiziri wabwino amayankhula pang'ono poyerekeza ndi anthu enawo; m'malo mwake iyeyo amachititsa anthuwo kuti azipereka maganizo awo.
- **Woweruza:** pophunzira kudzera m'kugawana nzeru, palibe m'modzi ngakhale mthandiziriyo yemwe angagamule kuti maganizo awa ndi olondola kapena ayi.
- **Wokonza zinthu:** ngakhale mthandiziri amatsogolera zokambirana zonse, iye sayenera kukhala munthu yekhayo yemwe ayenera kukonza zinthu. Pomwe pali kuchitira zinthu limodzi palibe yemwe ayenera kumakhala akukonza zinthu nthawi zonse kapena kuthandiza pa zofuna zonse za anthuwo.

Mthandiziri wabwino akhale wotani?

Zinthu zina zomwe zimapanga mthandiziri wabwino monga umunthu ndi kudzipereka, zimadalira momwe munthuyo aliri. Komabe kukhala wodziwa chomwe akuchita kungathandize munthu aliynse kukhala mthandiziri wabwino.

Kukhala wotha kudziwa maganizo a munthu: kutha kupanga ndi kukhazikitsa chikhulupiliro mwa anthu ndi mtima wolemekeza zochita ena kumalira luntha lotha kudziwa umo anthu akuchitira pa zokambirana ndinso m'mene aliri maganizo a ena pa zokambiranazo. Anthu ambiri sangathe kuonetsa kusakondwa kwawo, zomwe zikuwawawa kapena mkwiyo wawo; m'malo mwake amangokhala chete osatenga gawo pa zokambiranazo kapena pa zochitika pagulu. Kutha kuona m'mene anthu akumvera ndi momwe angathandizidwire ndi luso lapadera la mthandiziri.

Kukhala wotha kudziwa maganizo a gulu: pa gulu lililonse, gululo ndi chinthu chofunika kwambiri kuposa aliynse payekha m'gululo, ndipo zonse zopanga gululo zimasonyeza m'mene aliri anthu mgululo: chidwi, kukhumudwa, kukwiya, kutopa ndi zochitika, kukhala ndi luntha, kukaikira ngakhaleenso kupusa. Kutha kudziwa ndi kuchita zinthu molingana ndi m'mene liliri gululo ndi luso lofunikira kwa mthandiziri.

Chidwi chotha kumvetsera: njira imodzi yomwe mthandiziri amatha kudziwira maganizo a munthu kapena a gulu ndiyo kumvetsera matanthauzo a mawu ndiponso m'mene akuyankhulira munthu ndi zomwe akufuna kutanthauza. Zoona zake ndi zoti mthandiziri amayankhula pang'ono kuposa aliynse pagululo. Ndipo nthawi zambiri ndemanga za mthandiziri zimabwereza, zimaombera mkota kapena kuyankha zomwe ena ayankhula.

Luso lochitira zinthu: nthawi zina mthandiziri amayenera kupanga zigamulo zowawa kapena kuyankhula zinthu zosayembekezera m'malo mwa gulu. Luso lotha kuchita zinthu zotere mosamala ndi mwaumunthu ndi lofunika kwambiri. Kuonjezera apo nkhani ya ufulu wachibadwidwe itha kudzetsa mkwiyo kapena kuwawidwa mtima. Mthandiziri amayenera kukhala ndi luso lapadera lotha kuthana ndi zinthu zotere mwaulemu ndiponso mwamphamvu.

Chidwi chofuna kuluzanitsa: kuphunzira pogawana nzeru kutha kukhala kokhumudwitsa ndi kokanika nthawi zina ndipo zikafika potere mthandiziri aliyense amafuna kungokhala ngati mphunzitsi nkungotsogolera m'malo mothandizira. Komabe, chikhulupiliro chomwe chimakhalapo pa ubwino wophunzitsana kudzera m'kukambirana, chitha kuthandiza mthandiziri kupewa kukhala patsogolo pa zonse. Mwaichi mthandiziri akhale wokonzeka kugawana ntchito yake ndi anthu ena pagululo.

Kusunga nthawi: mthandiziri akhale wosunga nthawi yotseka zokambirana, kusintha mutu wokambirana, kudula wina yemwe wayankhula nthawi yaitali, kuti kukambirana kupitilire nthawi yoikidwa pa zokambiranazo ndi nthawi yolola kuti alingalire mwachete.

Kulolera: athandiziri ayenera kukonza dongosolo komanso akhale okonzeka kusintha dongosolo lomwe liripo molingana ndi m'mene zinthu ziliri. Nthawi zambiri gulu limachititsa zinthu kuchitika mwa njira yosayembekezeka kapena kutenga nthawi yotalikirapo. Mthandiziri ayenera kukhala wotha kuona zomwe gulu likufuna ndi kuona m'mene angachitire. Ngakhale zokambirana zilizonse ndizofunika, nthawi zina mthandiziri atha kusiya nkhani ina kuti isakambidwe ndi cholinga chopereka nthawi yokwanira kuti nkhani ina ikambidwe mwatsatanetsatane.

Nsangala: monga zimakhallira m'moyo wa munthu, mthandiziri wotha kuona zofunika pa moyo wa munthu, mtima wotha kudzetsa chimwemwe mwa iye mwini ndi kutha kugawana chimwemwecho ndi ena umalimbikitsa wina aliyense.

Kutha kupeza ndi kupanga njira zatsopano: gulu lirilonse limakhala losiyana monga m'mene asiyanira anthu a gululo. Mthandiziri wabwino amafuna dongosolo lonse la maphunzirowo ndi zolinga zake, koma azithanso kusintha zinthu kuti zikhale zolingana ndi kusintha kwa zinthu. Mwachitsanzo mthandiziri atha kufunsa anthu omwe ali ndi luso lapadera m'gululo kapena ku delaro kapena kuti anthuwo atha kupereka maganizo awo pa zinthu zomwe zingafunikire.

Zina zofunika mthandiziri

Khalani wodziwa gawo lanu: khalidwe osati mawu lidzasonyeza kuti sindinu mphunzitsi koma m'modzi mwa anthu onphunzirawo.

Mayang'anidwe: nthawi zonse khalani moyang'anizana ndi anthu ophunzirawo.

Mawu: yetsetsani kuti musayankhule mokweza kwambiri, motsitsa kwambiri kapena kuyankhula kwambiri.

Maimidwe: khalani wodziwa pomwe mwakhala kapena kuima ndi zina zotero zomwe zingakuchititseni kuoneka ngati ndinu mtsogoleri wa zochitikazo.

Udindo: onetsetsani kuti aliyense ali ndi mwayi wopereka maganizo ake mofanana; limbikitsani maganizo osiyana koma pewani mkangano; aduleni awo amene akumveka pafupipafupi ndipo limbikatsani awo amene akudzikaikira.

Kutsatira ndondomeko: fotokozerani ndi kupheramphongo ngati nkofunika kutero; onani ngati nkofunika kuonjezera nthawi yoti muyambe mutu wina pa zokambirana ndi nthawi yoti muyambe mutu wina; kumbutsani gulu ngati likutaya mutu wa nkhani.

Kugawana mphamvu: pemphani ena kutenga udindo ngati nkotheke monga kulemba zokambiranazo, kusunga nthawi ndiponso makamaka kutsogolera zokambirana.

Uphunzitsi

Chofuna kudziwa: onetsetsani kuti anthu ophunzira akumvetsa kuti kuthandizira ndi kosiyanana ndi kuphunzitsa!!!

Mthandiziri apange mwadala zinthu zoti anthu ophunzira achite kapena ayankhe. Iye afotokozere anthuwo m'mene angachitire ndi zinthu zotero (monga m'modzi mwa anthu ophunzira wofuna kumveka nthawi zonse). Mthandiziri apereke zitsanzo ndi umo angachitire pothana ndi mchitidwe ngati umenewo.

Kuphunzira kwa anthu aakulu

Anthu a ku China ali ndi mwambi womwe umati:

"Ndikamva ndimaiwala

Ndikaona ndimakumbukira

Ndikachita ndimadziwa

Ndikatulukira ndimamvetsa"

Zomwe anthu aakulu amafuna pophunzira

1. Anthu aakulu ayenera kufuna kuphunzira. Ana amaphunzira chifukwa wina wafuna kuti aphunzire.
2. Akulu saphunzira kamba koti wina wafuna kuti aphunzire.
3. Akulu amakhala ndi khama lofuna kuphunzira luso latsopano kapena kupeza nzeru.
4. Akulu amaphunzira pokonza vuto lenileni.
5. Akulu amafuna kudziwa phindu lomwe angapeze pochita maphunziro pa nthawi yomweyo.
6. Akulu sakhala ndi chidwi ndi zinthu zomwe phindu lake liri mtsogolo. Akulu amakhala ndi chidwi chophunzira kamba ka zolinga za lero kapena za mtsogolo.
7. Akulu angathe kuphunzira zinthu zomwe phindu lake liri mtsogolo ngati atalangizidwa bwino kapena kuimirizidwa.
8. Akulu amafuna kuphunzira china chake pa phunziro lirilonse.
9. Akulu amaphunzira bwino kudzera munjira zosiyanasiyana.
10. Akulu amaphunzira bwino pochita zinthu mosaumirizidwa.

Momwe amakhala maphunziro a anthu aakulu

1. Akuluakulu amaika chidwi pa zinthu kapena mitu yomwe ingawathandize pa zofuna zawo.
2. Akulu amalowa m'maphunziro ndi maganizo othana ndi vuto lina lake.
3. Kamba ka kuzama kwa zomwe akudziwa kudzera m'miyoyo wawo, akulu savutika poluzanitsa zomwe akuphunzira ndi zomwe akudziwa kale. Akulu amakhala ndi zinthu zambiri zomwe akumana nazo m'miyoyo yawo kuposa achinyamata.
4. Akulu amakhala ndi ufulu wophunzira mopanda kuumirizidwa.
5. Akulu alibe nthawi yophunzira monga achitira ana mkalasi.
6. Akulu amafuna kuonedwa ngati munthu payekha ndi kuti ukulu wao ukuvomerezedwa ndi kulemekezedwa.
7. Akulu amakhala ndi chidwi chophunzira kudzera mkuchita, choncho njira zophunzirira potenga gawo ndizofunika kwambiri m'maphunziro a anthu aakulu.
8. Akulu sakonda kuphunzitsidwa, koma kuzindikira zinthu mwa iwo okha.

PHUNZIRO LACHIWIRI

KUMVETSA ZA MABOMA AAN'GONO

Cholinga cha Phunziro	Kuthandiza ophunzira kuti athe kumvetsa mozama mawu oti demokalase, mphamvu ku anthu ndi ulamuliro wa m'Maboma aang'ono m'Malawi.
Zofunika kuphunzira	<i>Pamtsiriziro pa phunziroli anthu athe kufotokoza:</i> • tanthauzo la demokalase, mphamvu ku anthu ndi maboma aang'ono • mfundo za demokalase • mfundo za mphamvu ku anthu ndi maboma aang'ono • momwe maboma aang'ono amagwirizanira ndi boma • umo ikhalira khonsolo ya pa boma, DEC, ADC ndi VDC
Zofunika kukwaniritsa	• Kumvetsa za maboma aang'ono • Demokalase ndi ulamuliro wa m'Maboma aang'ono • Umo ikhalira demokalase • Ulamuliro • Mphamvu ku anthu • Umo ikhalira khonsolo • Mamembala a khonsolo • Ntchito za asembule • Komiti yaikulu ya pa boma • Komiti yachitukuko ya m'mudzi (VDC) • Komiti yachitukuko ya dera (ADC)
Zipangizo	• Mapepala olembapo ndi chokolekerapo chake • Zolemba • Tepi womatira • Zolembedwa kapena buku lophunzitsira • Polemba kapena mafailo • Polembapo mayina • Dongosolo la nthawi
Njira zophunzitsira	• Ntchito • Zithunzi • Masewero • Kukambirana koyambirira • Mafunso ndi mayankho • Kukambirana pagulu • Zojambula

2.0. Demokalase ndi maboma aang’ono

Kukambirana koyamba

Gawani anthu m’magulu a anthu osapyola asanu ndi anayi. Apempheni kuti akambirane zomwe akudziwa pa mawu oti demokalase ndi ulamuliro. Pogwiritsa ntchito mapepala okoleka pakhoma atchule :

- *Zinthu zikuluzikulu zokhudza demokalase ndi ulamuliro wabwino.*
- *Ubwino wokhala ndi makhonsolo.*

Gulu lirilone lifotokozere onse pamodzi

2.1. Demokalase

Chisankho cha referendamu cha m’chaka cha 1993 chinabweretsa ulamuliro wa zipani zambiri m’Malawi kenaka chisankho cha boma la zipani zambiri m’chaka cha 1994. Kodi anthu akuimvetsa bwanji demokalase ndi zotsatira zake m’miyoyo yawo masiku ano?

Ntchito

Mthandiziri agawe anthu m’magulu a anthu osapyola asanu ndi kuwafunsa kuti ayankhe mafunso awa:

2.0 Kodi ndi ziti zomwe akuziona ngati ubwino wa demokalase?

2.1 Ndi mavuto anji omwe demokalase yathu m’Malawi ikukumana nawo?

2.3 Kodi demokalase ndiyofunikadi ku Malawi?

Zofunika kukambirana

M’boma la demokalase;

- Anthu amasankha okha ulamuliro womwe akufuna ndi yemwe angawalamulire.
- Anthu amagwirizana kulamuliridwa ndi boma lomwe lasankhidwa chifukwa anatenga gawo posankha okha mwaufulu apo ayi atha kusonyeza kusakondwa kwawo ndi bomalo pa chisankho chotsatira, kudzera mkudzudzula, kunyanyala ntchito ndi kuchita zionetsero.
- Mphamvu ziyenera kukhala kwa anthu.

2.2. Zofunika mu demokalase

Ntchito

- Mthandiziri atchule zinthu zofunika mu demokalase zomwe zakambidwa m'munsimu, kwinaku akumayankha mafunso ndi kufotokozera ndi zitsanzo kuti anthu amvetse mfundo iliyonse.

Kumbukukirani: Pokambirana za ufulu wachibadwidwe mthandiziri afunse anthu kuti atchule zinthu zomwe akukhulupilira kuti ndizo ufulu wa munthu ndi kugwiritsa ntchito mndandanda womwe uli m'buku lino posankha zofunika kwambiri monga ufulu woyankhula, wosankha ndi kulowa m'gulu lomwe akufuna ndi zina zotero.

- Mutatha kutchula mfundo zimenezi, anthu agawidwe m'magulu asanu ndi limodzi ndipo gulu lirilonse lipatsidwe mfundo imodzi kuti liyankhe mafunso otsatirawa:

1. Kodi mfundo imeneyi ikutsatiridwa mu khonsolo yanu kapena VDC? Ikutsatidwa motani? Perekani zitsanzo.

2. Ngati mfundoyo sikutsatidwa moyenera, mungatani kuti zinthu zisinthe?

3. Kodi m'mene ikutsatidwira zikukuphunzitsani chiyani za demokalase mukhonsolo yanu masiku ano?

Magulu akambirane onse pamodzi zomwe apeza m'magulu awo. Anthu akhalebe m'magulu awo pokonzekera ntchito yotsatira.

- Kutenga gawo:** nzika zimakhala ndi udindo wotenga nawo gawo m'zochitika m'maiko awo. Ngati ali ndi mpamvu ayenera kupatsidwa mwayi wogwiritsa ntchito mphamvuzo kudzera mu kutenga gawo.
- Kulolerana ndi kukhalira limodzi:** anthu omwe ndi ochuluka ayenera kulola magulu a anthu ochepa kufotokoza zovuta zawo. Anthu omwe ali ndi maganizo ochuluka athe kupereka mpata kwa ena mosaganizira jenda, chipani chomwe ali, mtundu, chikhalidwe, chipembedzo kapena kutchuka ndi zina zotero. Cholinga chimodzi cha demokalase ndicho kumanga mfundo zokomera anthu onse. Izi zitha kutheka ngati mfundo zonse zikuganiziridwa tisanamange mfundo imodzi.
- Kukhulupirika ndi kuchita zinthu poyera:** mu demokalase, atsogoleri osankhidwa amayembekezeka kumanga mfundo ndi kugwira ntchito yawo mokomera anthu onse. Atsogoleri ayenera kuvomereza zochita zawo chifukwa amakhala ndi mphamvu ngati chinthu chopatsidwa ndi anthu.
- Kulemekeza ndi kuteteza ufulu wa munthu:** anthu onse ali ndi ufulu wa chibadwidwe ndipo boma la demokalase limayetsetsa kuteteza ndi kulemekeza ufulu umenewo. Kuno ku Malawi ufulu umenewo umapezeka mu Lamulo la Maufulu ndime yachinayi ya malamulo a dziko lino. Komabe pamakhala udindo womwe umadza ndi maufulu amenewa. Chachikulu ndicho udindo wolemekeza maufulu a anthu ena.

- e. **Ulamuliro wotsata malamulo:** izi zimachokera pa ganizo loti palibe munthu wopambana lamulo ndi kuti aliyense ndi wofanana potsata lamulo. Munthu aliyense asasalidwe kamba ka jenda, chipembedzo, chiyanikhulo, mtundu, maganizo pa ndale, khungu ndi zina zotero.
- f. **Zisankho zochitika mwamtendere nthawi zonse:** njira imodzi yomwe anthu amasonyezera kukonda kwawo ndiyo zisankho pomwe amatha kusankha wokawaimira ku boma. Anthu azitha kusankha mwaufulu popanda kuopsezedwa, kugulidwa kapena kuumirizidwa.

2.3 Ulamuliro

Monga m'mene agwiritsidwira ntchito mbukuli, mawuwa akutanthauza mphamvu zomwe zimakhala poyang'anira ndale, chuma ndi kusamalira dziko. Ulamuliro umapereka zoyenera zonse kuti anthu athe kufotokoza zofuna za miyoyo yawo ndi kutha kukwaniritsa zofunazo.

Ku mbali ina ulamuliro wa m'maboma aang'ono umatanthauza umo boma lisamalira anthu akumidzi ndi momwe anthuwo angatengere gawo pokonza dongosolo, kuchita ndi kulondoloza ntchito za chitukuko chakumidzi. Polingalira zofunika mu ulamuliro wa demokalase, ulamuliro wa maboma aang'ono umaonetsetsa kuti boma likhale lokomera zofuna za anthu ndi lokwaniritsa kugwira ntchito zosamalira anthu ake.

2.4. Mphamvu ku anthu

Mphamvu ku anthu ndi njira yomwe pang'onopang'ono boma limapereka mpamvu zake zina pa ndale, ntchito ndi chuma ku maboma aang'ono. Izi zimapatsa maboma aang'ono mphamvu ndi zida zoti athe kugwira ntchito zosamalira madera omwe ali panso pa ulamuliro wao.

2.4.1. Zolinga za mphamvu ku anthu

- a) Kutukula kagwiridwe ka ntchito zosamalira anthu. Popeza maboma aang'ono amakhala pafupi ndi anthu, iwowa amatha kudziwa komwe thandizo likufunikira kuposa a ku likulu la boma.
- b) Chachiwiri, mphamvu ku anthu zimalimbikitsa ulamuliro wa demokalase kumadera. Boma lirilonse laling'ono m'Malawi liyenera kutsogoleredwa ndi gulu la makhansala omwe amasankhidwa ndi anthu zaka zisanu zilizonse pa nthawi ya chisankho cha makhansala.

2.4.2. Zochitika zenizeni za mphamvu ku anthu

- a) Kupereka mphamvu za ulamuliro woyang'anira ndi wa ndale ku maboma.
- b) Kulumikizana ndi nthambi za boma ku maboma ndi kumadera.
- c) Kupereka mphamvu ku makhonsolo zogwira ntchito zomwe kale zimayang'aniridwa kuchokera ku likulu la boma.
- d) Kutenga gawo lalikulu poyang'anira ndi kutukula makhonsolo.
- e) Kukuza kuthekera kwa maboma aang'ono kogwira bwino ndi mosamala.

Kumbukirani

Pokhazikitsa mphamvu ku anthu, demokalase ndi ulamuliro wa maboma aang'ono zimayendera limodzi.

Kutukula kuthekera kwa maboma aang'ono kogwira ntchito bwino ndi mosamala kumafuna kulimbikitsa chidwi ndi kuthekera kwa anthu wamba kokhala ndi udindo wosamala madera awo, kutenga gawo pa zochitika ku madera awo, kuthandiza pokwaniritsa zomwe agwirizana ndi kulondoloza ubwino wake.

2.4.3. Mphamvu ku anthu ndi ulamuliro wa maboma aang’ono m’Malawi

Ntchito

- Mthandiziri afunse anthu kuti atchule ziti mwa mphamvu ndi ntchito izi zomwe zingaperekedwe ku maboma aang’ono (monga makhonsolo a m’aboma ndi m’izinda) ndi ziti zomwe zingakhale za ku likulu la boma:
 1. Kuganiza komwe sukulu zingamangidwe ndi chuma choyendetsera sukuluzo.
 2. Kuganiza ziyankhulo zomwe zingamagwiritsidwe ntchito pophunzitsa.
 3. Kuganiza komwe madzi ndi magetsi ziyenera kuperekedwa ndi kukonza mitengo yoti anthu azilipira.
 4. Kupanga malamulo oletsa kusankhana ndikukwaniritsa malamulowo.
 5. Kukonza dongosolo la ntchito za chitukuko zofunika ku dera lina lililonse.
 6. Kulandira madandaulo okhuza apolisi ndi ena ogwira ntchito.
 7. Kuona umwini wa malo ndi maufulu ena okhuza malo.
 8. Kukhazikitsa malamulo okhuza ntchito za chitetezo ndi kuchuluka kwa asilikari.
 9. Kumanga ndi kukonza misewu, milato ndi zina.
 10. Kukonza mfundo zokhuza kuteteza chilengedwe, katemera, mitengo ya mbewu kapena misonkho yoitanitsira katundu.

Kumbukirani: Mndandanda umenewu udzagwira ntchito yokumbutsa umo akuganizira anthu pamene mthandiziri akutchula ena mwa maganizo pa ntchito za makhonsolo zomwe zili m’munsimu. Anthu alimbikitsidwe kuti maganizo awo pa mphamvu ndi ntchito za maboma aang’ono ndi ofunika chimodzimodzi omwe angaperekedwe ndi boma.

Boma la Malawi limatenga njira ya **devolution** ngati gawo la mphamvu ku anthu pa zifukwa zinayi izi:

- a) Kupereka mwayi ndi njira yochitira zinthu ndi chitukuko m’Malawi.
- b) Kulimbikitsa anthu kutenga gawo pa nkhani za chitukuko.
- c) Kulimbikitsa kusamala ndi ulamuliro wabwino kumadera a kumidzi.
- d) Kulimbikitsa anthu pa ntchito zotukula miyoyo yawo.

2.4.4. Zochitika zenizeni za maboma aang’ono

M’Malawi muno maboma aang’ono amapangidwa ndi makhonsolo ndi makomiti ake pamwamba penipeni. Pansi pa makhonsolo pali ma Area Development Committee (ADC) ndi ma Village Development Committee (VDC). Ntchito yokonza mapulani imayamba m’ma VDC popanga ma Village Action Plan (VAP), omwe ndi ndondomeko ya zinthu zofunika kwambiri kumudziko. Ma VAP amenewa amatumizidwa ku ma ADC omwe amapangidwa ndi midzi yonse yomwe ili m’dera la mfumu yaikulu (TA). Zofunika zonse zochokera ku ma

ADC m'bomalo zimaikidwa pamodzi nkupanga ndondomeko ya chitukuko cha m'boma, District Development Plan (DDP) kuimira zofunika m'boma lonse. Izi zimakonzedwa molingana ndi mfundo za boma mu Malawi Growth and Development Strategy (MGDS). Izi zimayenera kulingana ndi Millennium Development Goals (MDG).

Ntchito za khonsolo zimakhala tsono kupeza njira zokwaniritsira DDP. Ma polojekiti a mu DDP atha kupangidwa ndi ndalama zomwe bomalo limatolera, kuchokera ku likulu la boma ndipo nthawi zina mabungwe omwe siaboma amapemphedwa kuthandizapo.

2.4.5. Momwe maboma aang'ono agwirizanira ndi boma

- 80% ya ndalama zomwe makhonsolo amagwiritsa ntchito imachokera ku boma.
- Makhonsolo sangathe kupanga mfundo zomwe zikutsutsana ndi zolinga za boma apo ayi khonsolo imeneyo idzaimitsidwa ndi nduna yoyang'anira maboma aang'ono.
- Pakadali pano, aphungu ndiwo mamembala amphamvu a makhonsolo okhala ndi ufulu woonya voti. Amalangiza makhonsolo momwe angapezere zinthu zofunika kuchokera ku boma komanso kudziwitsa nyumba ya malamulo zinthu zomwe makhonsolo akufuna zomwe zingafune thandizo la boma.

2.5 Khonsolo

Monga m'mene likufotokozera buku latsopano lofotokoza za maboma aang'ono m'Malawi, khonsolo imapangidwa ndi nthambi ziwiri motere:

- Anthu ochita kusankhidwa monga makhansala ndi mamembala ena. Makhansala amasankhidwa pa zaka zisanu zilizonse.
- Nthambi ya anthu ogwira ntchito pa khonsolo ochita kulembedwa motsogozedwa ndi District Commissioner (DC) kapena Chief Executive Officer m'mizinda. Maofesi a khonsolo amatchedwa ma Civic Office ndipo amakhala ndi zipinda zogwiriramo ntchito ndi china chachikulu chochitira misonkhano.

2.5.1. Mamembala a khonsolo

Pakadali pano awa amakhala motere:

1. Makhansala osankhidwa
2. Aphungu a kunyumba ya malamulo ochokera m'bomalo kapena mumzindawo
3. Mafumu aakulu
4. Nthumwi zisanu zoimira magulu a anthu (magulu a amayi, achinyamata, anthu odwala matenda monga HIV/AIDS, olumala ndi ena). Awa amayenera kuchokera ku magulu a anthu ovutika ndi osowa chithandizo.

Kumbukirani

1. Makhansala ndi aphungu a nyumba ya malamulo ndi okhawo angathe kuponya voti yovomereza zinthu zomwe akukambirana.
2. Aphungu, mafumu ndi nthumwi zoimira magulu ena amakhala anthu apadera omwe sangakhale pa udindo uliwonse pa khonsolo.
3. Khonsolo iliyonse ikuyenera kukhala ndi makomiti monga awa:
 - Komiti ya zachuma
 - Komiti ya zachitukuko
 - Komiti ya zantchito
 - Komiti ya zamaphunziro
 - Komiti ya zaumoyo ndi zachilengedwe

- Komiti yoyang'anira antchito
 - Komiti yooni ntchito za m'matauni
4. Nthambi ya anthu ogwira ntchito pa khonsolo imakhala ndi maofesi awa:
- Ofesi yooni za kayendetsedwe ka ntchito
 - Ofesi yokonza mapulani ndi chitukuko
 - Ofesi ya zamaphunziro, achinyamata ndi masewero
 - Ofesi ya zachuma
 - Ofesi ya zaumoyo ndi ntchito zosamalira anthu
 - Ofesi ya zantchito
 - Ofesi ya zamalonda

2.5.2 Ntchito za makhonsolo a m'maboma zimakhala motere:

- a) Kulimbikitsa kukambirana pakati pa boma ndi anthu wamba a kumidzi kudzera mwa owaimira anthuwo kuyambira pa kufufuza, kupanga mapulani ndi kuchita ntchito zachitukuko m'bomalo.
- b) Kulimbikitsa mfundo za boma pakati pa anthu okhala kumidzi m'boma lirilonse.
- c) Kutsogolera kufufuza, kukonza mapulani ndi kuchita ntchito zachitukuko m'bomalo.

2.5.3 Komiti yaikulu ya khonsolo

Komiti yaikulu ya khonsolo ndi nthambi yomwe imapereka upangiri ndi ulangizi ku khonsolo ya pa boma ndi magulu omwe amakhala pansi pake. Ntchito za komitiyi zili motere:

- a) Kuthandiza pokonza ndi kupanga kafukufuku wa kufunika kwa mapolojekiti omwe anthu akufuna.
- b) Kuona ngati mapempho a ntchito za chitukuko ngotheka kuchitika.
- c) Kupereka upangiri wa luso ku komiti ya chitukuko ndi khonsolo nthawi yomwe akukonza mapulani a zachitukuko.
- d) Kupereka ulangizi wa momwe pulojekiti ingachitikire.
- e) Kuthandiza potolera chuma kuchokera ku ntchito zake zopezera ndalama ndi kwa ena a kufuna kwabwino.
- f) Kuphunzitsa ma VDC, ADC, AEC ndi ma DC luso losiyanasiyana lochitira zinthu.
- g) Kukhala ngati nthambi yolangiza DC pa ntchito zachitukuko.
- h) Kulangiza DC pa mfundo ndi ntchito zosiyanasiyana.

Zokambirana zachiwiri

Gawani anthu m'magulu molingana ndi ma VDC kapena ma ADC awo. Afunseni kuti akambirane zomwe akudziwa za ntchito zomwe ayenera kugwira. Pogwiritsa ntchito mapepala okoleka pakhoma auzeni kuti aone zomwe amachita molingana ndi zomwe akudziwa pa ulamuliro wa m'maboma aang'ono. Gulu lirilonse lifotokoze zomwe lachita musanakambirane zonse.

2.5.4 Komiti ya chitukuko ya m'mudzi

Mamembala a komiti ya chitukuko ya m'mudzi amakhala motere:

- Membala wosankhidwa kuchokera m'mudzi uliwonse omwe uli mu VDC'yo
- Makhansala a m'mawodi ngati mamembala
- Amayi anayi osankhidwa ndi anthu a mu VDC'yo
- Ogwira ntchito zachitukuko ochita kusankhidwa

Mamembala a VDC ayenera kudzisankhira wapampando, wachiwiri wake, mlembi ndi wachiwiri wake ndiponso msungichuma. Nkhani za jenda ziyenera kuganiriziridwa posankha oimira ogwira ntchito za chitukuko m’dera la VDC imeneyo omwe azikhala nawo pa misonkhano ya VDC ndi AEC. Ogwira ntchito za chitukuko sayenera kusankhidwa kukhala wapampando. Ogwira ntchito za chitukuko ena atha kumakhala nawo pa misonkhano yokambirana zachitukuko ngati ataitanidwa. Mamembala a VDC sayenera kupyola khumi ndi asanu ndi anayi. Nyengo yokhala pa mipando ya mamembala a VDC ndi zaka zitatu kupatula makhansala omwe amakhala mamembala a VDC mpaka ena atasankhidwa.

Ntchito za ma VDC zili motere:

- a) Kufufuza ndi kusankha zosowa za anthu ndiponso kulemba ndondomeko yopemphela thandizo nkukazipereka ku ma ADC.
- b) Kukambirana nkhani zokhudza anthu ndi ADC komanso DEC. Ma VDC amatenganso zomwe amva ku ADC ndi ma DEC nkukauza anthu.
- c) Kuyang’anira, kulondoloza ndi kuunika umo ikugwiridwira ntchito ya chitukuko m’mudzimo.
- d) Kuyambitsa ntchito zodzithandiza okha ku midzi.
- e) Kulimbikitsa ndi kutolera zipangizo zothandiza kuti anthu azitenga mbali pa ntchito zodzithandiza okha.
- f) Kufotokozera atsogoleri oyenera monga ma Group Village Headman/woman (GVH) zomwe akambirana ndi ntchito za komiti.

2.5.5 Komiti ya chitukuko ya dera (ADC)

Komiti ya chitukuko ya dera (ADC) imaimira makomiti a chitukuko a m’midzi (VDC) onse m’dera la mfumu yaikulu (TA). Ntchito za ma ADC ndi izi:

- a) Kuona zinthu zofunika kwambiri, kukonza dongosolo lopemphera chithandizo chomwe anthu akufuna ku madera oposa VDC imodzi.
- b) Kukonza misonkhano ya mwezi ndi mwezi ndi ma VDC ku deralo.
- c) Kuyang’anira, kulondoloza ndi kuunika m’mene ntchito ikuyendera m’dera la TA.
- d) Kuika pamodzi anthu ndi zinthu zofunika pa ntchito zodzithandiza okha.
- e) Kukonzanso ndi kuona mapempho ofunika kwambiri m’ma VDC ndi cholinga chokawapeleka ku ma DEC.

Mamembala a ma ADC amakhala:

- Wapampando wa ADC ndi achiwiri ake
- Makhansala
- Oimira magulu a chipembedzo
- Oimira achinyamata ndi amayi m’deralo
- Oimira anthu ochita malonda
- Wapampando wa AEC

Mamembala a ADC amasankha wapampando. Mfumu yaikulu (TA) ndi mafumu aang’ono (STA) sayenera kukhala apampando a ADC. Ma TA ndi ma STA akhale alangizi a ADC ndi magulu ena m’madera awo. Nyengo yokhala pampando kwa mamembala onse a ADC ndi zaka zitatu kupatula makhansala omwe amakhala mamembala kufikira makhansala ena atasankhidwa.

2.5.6 Komiti yakulu ya dera (AEC)

Komiti yaikulu ya dera (AEC) ili ndi udindo olangiza ADC pa nkhani zonse zachitukuko ku dera la mfumu yaikulu (TA). Ma AEC amalangizanso ma ADC posankha mapolojekiti ndi kukonza mapempho ofunika ku mapolojekitiwo.

Ntchito za ma AEC ndizo:

- Kuthandiza ndi kulangiza ADC pofufuza ndi kukonza mapempho ofunika.
- Kuona kufunika kwake kwa ntchito zomwe anthu akupempha.
- Kuonanso mapempho ofunika pa ntchitozo asanawapereke ku DEC kuti awaganizire.
- Kuchita kafukufuku ku deralo.
- Kutsogolera poyendetsa ma VDC.
- Kuphunzitsa ndi kuthandiza ma VDC kukonza ndondomeko zoti azitsata pofuna ntchito zachitukuko zomwe zikufunika.

Popeza kumakhala ogwira ntchito zachitukuko ambiri ochokera ku mabungwe osiyanasiyana m’dera la mfumu imodzi, nkofunika kuchepetsa chiwerengero cha anthu ogwira ntchito za chitukuko omwe atha kukhala mamembala a AEC. Nthawi zambiri magulu ngati otsatirawa amakhala ndi membala m’modzi woimira onse ogwira ntchito zachitukuko za mtundu umenewo pa AEC:

- Gulu la za umoyo loimiliridwa ndi wogwira ntchito za umoyo.
- A zamaphunziro oimiliridwa ndi mlangizi wa maphunziro a ku pulaimale.
- Ntchito zosamalira anthu moimiliridwa ndi ogwira ntchito zotukula miyoyo ya anthu.
- A zaulimi oimiliridwa ndi mlangizi wa zaulimi.
- A zankhalango oimiliridwa ndi mlangizi wa zankhalango.
- Oona za chitukuko cha za madzi oimiliridwa ndi woyang’anira za madzi.
- Mabungwe omwe siaboma oimiliridwa ndi atsogoleri awo ku deralo.

Ma VDC ndi kukonza mapulani

Zofunika kuphunzira	<i>Pamtsiriziro pa phunziroli anthu athe :</i> • kutchula njira zomwe zimagwiritsidwa ntchito pofufuza zosowa za anthu • kufotokoza ntchito zawo pokonza Village Action Plan (VAP) yomwe ndi ndondomeko ya za chitukuko cha m’mudzi • kutanthauzira VAP • kufotokoza kugwirizana kwa VAP ndi DDP
Zofunika kukwaniritsa	• Cholinga cha Village Action Plan • Ofunika kupanga VAP. • Zinthu zofunika popanga VAP • Kugwirizana kwa VAP ndi VDC
Zipangizo	• Mapepala olembapo okoleka pakhoma • Zolemba • Tepi womatira • Zolembedwa kale kapena buku • Polemba • Makadi a mayina

	• Ndongomeko ya nthawi
Njira zophunzitsira	• Ntchito • Zithunzi • Masewero • Kukambirana koyamba • Mafunso ndi mayankho • Kukambirana pagulu • Zojambula • Kukambirana • Nkhani za chitsanzo

Mawu oyamba

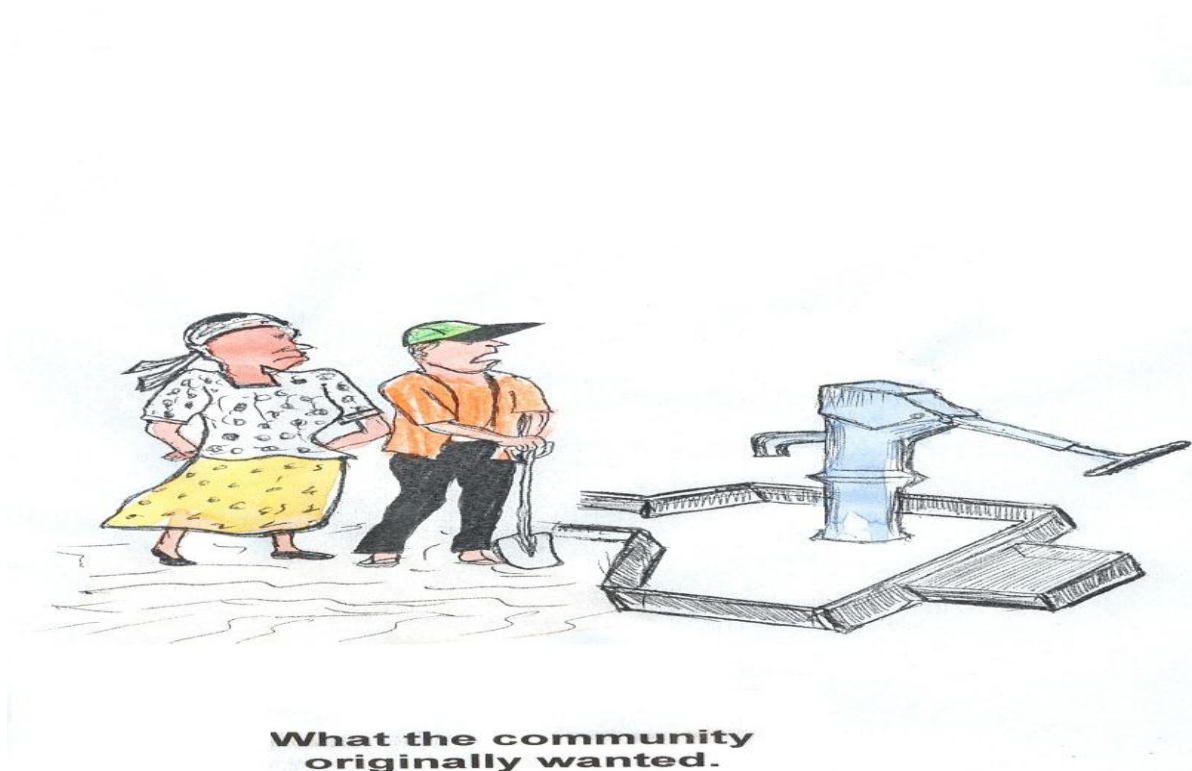
Cholinga chopanga Village Action Plan (VAP) ndicho kupereka dongosolo loti VDC izitsata pofufuza ndi kuona kufunika kwa ntchito zachitukuko, kuona zosowa za anthu, kupanga zolinga za ntchito za chitukuko, kupeza njira zogwilira ntchito. VAP imapereka mwayi woti anthu athe kuikapo maganizo awo popanga dongosolo la District Development Plan (DDP).

Kodi Village Action Plan (VAP) n'chiyani?

Village Action Plan ndi mndandanda wa ntchito zomwe komiti ya chitukuko ya m'mudzi (VDC) ikufuna kugwira kudzera mu njira yoika pamodzi maganizo osiyanasiyana a anthu. Imakhala ndi tsatanetsatane wa ntchito ndi ndalama zomwe zingafunike pogwira ntchito. VAP imapangidwa kuti ithe kugwira ntchito kwa zaka zitatu molingana ndi DDP. VAP imakonzedwanso chaka ndi chaka pa nthawi yomwe ikugwira ntchito kuti ilingane ndi mapulani a chaka ndi chaka a khonsolo.

Ndani amatenga gawo popanga Village Action Plan?

Mamembala a komiti yaikulu ya dera (AEC) ali ndi udindo wothandiza ndi kutsogolera popanga Village Action Plan (VAP). Popeza VDC imapangidwa ndi midzi ingapo, nkofunika kuti mudzi uliwonse ukhale ndi nthumwi mu VDC pa nthawi yopanga VAP.



Zinthu zofunika pochita kafukufuku wa zosowa.

Njira zingapo zitha kugwiritsidwa ntchito pochita kafukufuku wa zosowa za anthu monga izi:

- Njira yodziwira m'mene anthu amapezera zofunika pa moyo wa tsiku ndi tsiku (Direct Matrix Scoring).
- Njira yodziwira chuma cha anthu (Asset Matrix).
- Njira yodziwira luso lomwe anthu ali nalo (Community Skills Matrix).
- Njira yodziwira mavuto a anthu (Problem Ranking)

Mthandiziri afunse anthu kuti alembe m'malo mosalembedwa m'chitsanzo chomwe chili m'munsimu. Mukatha ntchito yonse funsani anthuwo kuti aike pamodzi zomwe apeza.

Chitsanzo choyamba

Njira yodziwira mapezedwe a zofunika

Njira zophikira kapena kuunikira	Mapezedwe	Zomwe zimapezeka mosavuta	Zotsika mtengo	Zogwira ntchito zambiri	Zochuluka mpamvu	Zaukhondo
Mphamvu Ya dzuwa						
Mafuta a nyale						
Magetsi						
Makala						
Zophikira zoumba						
Njira zina						

Chitsanzo chachiwiri

Njira yodziwira luso

Luso lomwe anthu ali nalo	Anthu omwe ali ndi luso lotero	Mapezedwe pa nthawi kapena chaka	Mtundu wa luso – ulele kapena kulipira	Ndemanga

Apatseni zitsanzo za mitundu ya anthu a luso monga: akalipentala, oumba mbiya, azamba, omanga nyumba, asing'anga, oluka mphasa, oluka madengu, a zosemasema, ocheka matabwa, ovina malipenga, ndi ena otero.

Chitsanzo chachitatu

Njira yodziwira mavuto

Iyi ndi njira yofunika kwambiri yodziwira zikhumbokhumbo, zofunika mwachangu, zosowa, zipsinjo kapena mavuto omwe munthu kapena gulu la anthu liri nawo pa nkhani ina yake.

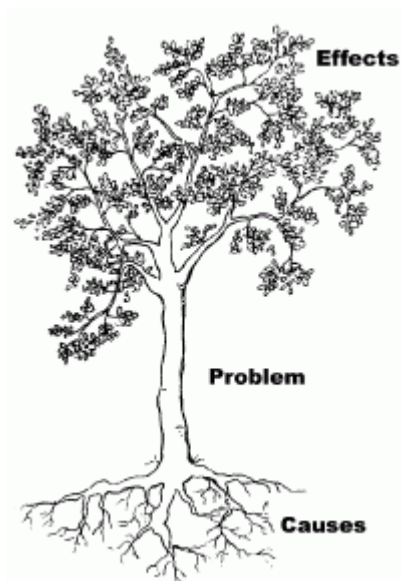
Zoti mthandiziri achite

- Auzeni anthu kuti alembe mndandanda wa zinthu zomwe akufuna kuika pa mlingo.
- Sankhani zinthu zosachepera zisanu ndi chimodzi kapena zisanu ndi zitatu kuchokera pa mndandandawo.
- Jambulani chinthu chonga chimene chili mu chitsanzo choyambacho.
- Sankhani chinthu choyambilira ndi kuchifananiza ndi zina zomwe zili mu mzere wopingasa wapamwamba motsatira ndondomeko ya m'mizere yotsika.
- Werengani kuchuluka kwa zomwe mwapeza ndikuonkhetsa.
- Ikani zomwe mwapeza molingana ndi kuchuluka kwake nkuona choyambilira mpaka chomalizira.

Chitsanzo chachinayi

Njira yofotokoza vuto lililonse

Iyi ndi njira yosanthulira mavuto, magwero ndi zotsatira zake, ndi momwe angathere.



Zochita

Lembani mavuto onse omwe mukuganizira. Mavutowa asankhidwe mosamala: akhale mavuto omwe alipo osati omwe angakhalepo, ongoyerekeza kapena a mtsogolo.

- Gawani anthu m'magulu osakanizana.
- Patsani gulu lililonse vuto limodzi kuti lisanthule.
- Uzani gulu lililonse kuti lipeze vuto limodzi lalikulu.
- Uzani gulu lililonse kuti likambirane magwero ndi zotsatira za vutolo.
- Uzani gulu lililonse kuti lipeze gwero lenileni la vutolo.

PHUNZIRO LACHITATU

ZOFUNIKA POLEMBA PEMPHO: KUMVETSA ZOFUNIKA KUSATA POLEMBA PEMPHO

Cholinga cha phunziro	Kuthandiza ma VDC kuti adziwe ndi kukhala ndi luso lolemba pempho la chithandizo.
Zofunika kuphunzitsa	<i>Pamtsiriziro paphunziro lino anthu athe:</i> • kutchula zinthu zoyenera mu pempho labwino • kupeza mavuto omwe atha kulembedwa mu pempho ndi cholinga chofuna thandizo • kutha kuunika ndi kusankha pempho lolembedwa bwino • kuthandiza popanga mapempho oyenera
Zofunika kukwaniritsa	• Mndandanda wa zofunika kulemba, chidule cha zonse, zofunika kukumbukira, zoonjezera • Kufotokoza vuto, zolinga, zofunika kuchita ndi njira zotsatira • Momwe zingachitikire, kulondoloza ndi kuunika, nthawi yochitira • Ndalama zofunika ndi zifukwa zake
Zipangizo	• Projekitala • Mapepala olembela pa projekitala • Mapepala okoleka pa khoma kapena bolodi • Tepi womatira • Zolembela kapena choko • Mapepala ang'onoang'ono • Pempho lolembedwa kale ngati chitsanzo
Njira zophunzitsira	• Ntchito • Kukambirana koyamba • Mafunso ndi mayankho • Kukambirana pagulu • Kukambirana pakati pa anthu awiri • Nkhani zachitsanzo

3.1 Mawu oyamba

Asanalembe pempho munthu ayenera kukhala ndi vuto lomwe likufunika kuthetsedwa kudera lina lake. Ntchito imodzi ya ma VDC ndiyo kuthandiza makomiti a m'mawodi oona nkhani za Edzi [WAC], makomiti am'midzi oona nkhani za Edzi [VAC] ma CBO, FBO ndi NGO polemba mapempho a chithandizo pa mitu yosiyanasiyana monga kuthana ndi matenda a HIV/EDZI m'madera awo. Chimodzimodzinso ma VDC ayenera kuunika mapempho osiyanasiyana omwe alandira kuchokera ku mabungwe osiyanasiyana. Nkofunika tsono kuti ma VDC akhale ndi luso lotha kulemba mapempho ndipo potero mamembala a VDC amathanso

kukuza luso lotha kuunika ndi kuona kufunika kwa pempho lirilonse lomwe alandira. Choncho phunziro lino likufotokoza zina ndi zina zofunika polemba pempho.

Tanthauzo la pempho

Pempho ndi dongosolo la ntchito yomwe wopemphayo akufuna kuchita, m'mene angaichitire ndi cholinga ndi ubwino wochitira ntchitoyo. Nthawi zina munthu asanalembe pempho amafunika kusonyeza chilakolako chofuna kuchita ntchitoyo. Pempho litha kufuna kuti munthu ayambe wafufuza kaye kapena kuyamba wachita zina zofunika.

Luso lolembera pempho ndi lofunika pokonza pempho labwino.

Mitundu iwiri ya pempho

1. Pempho longoganiza, lomwe munthu amakonza pempho n'kukalipereka ku mabungwe opereka thandizo kuti alivomereze ndi kupereka ndalama zogwirira ntchitoyo.
2. Pempho lochita kufunsidwa: Ngati pempho ndi lochita kufunsidwa ndi anthu kapena kagulu kena ka anthu monga ma NGO, ma FBO, sukulu ndi ena otero, kalembedwe kake ndi zinthu zofunika kuikamo zitha kukhala zomwe akufuna eni pempho.

Kukonza dongosolo la pempho

Mwina inu ndi anzanu mumakhala ndi zambiri zofuna kuchita; mukuona kufunika kochepetsa umbuli, kuchepetsa umphawi, kupereka madzi abwino akumwa, kukweza za umoyo, kuphunzitsa anthu olumala ndi zina. Muyenera kusankha ntchito imodzi, kuchepetsa cholinga chanu kukhala chimodzi chokha chomwe chikufuna yankho limodzi lokonzera vuto lanu lenileni. Gwirani ntchito yanu, itanani anthu ku msonkhano osaiwala anthu omwe nthawi ya m'mbuyomo anaiwalidwa monga amayi, olumala, osauka ndi omwe sakhala ndi mwayi woyankhula pa zochitika za m'mudzi. Onetsetsani kuti anthu omwe apindule ku ntchitoyo akhale anthu oti ntchitoyo ndi yawo, yopindulira iwowo ndi kuti atha kunenapo maganizo awo popeza ndi yawo.

Nkosakwanira kungosankha cholinga chanu. Kukonza dongosolo labwino nkofunika kupeza zokuyenelezani zomwe muli nazo, kupeza njira zosiyanasiyana ndi kusankha zothandiza kwambiri, kuona m'mene mudzachitire poyang'anira ntchitoyo ndi cholinga choti ikhalebe mundondomeko yake (isatayane ndi cholinga chanu), kuonetsetsa kuti kuwerengetsera kukuchitika mosabisa ndi molondola. Kafukufuku wa malo, chiwerengero cha anthu, m'mene zinthu ziliri, zipangizo zomwe zilipo ndi wofunika ndi cholinga choti muthe kufotokoza bwino gwero la ntchitoyo. Kugwiritsa ntchito anthu onse ndi omwe ntchitoyo idzawapindulire nkofunika pochita kafukufuku ameneyu.

Musanayambe kulemba pempho lanu kumbukirani izi:

- Nkofunika kudziwiratu komwe mungapeze thandizo kudzera ku boma, mabungwe a UNITED NATIONS, mabungwe ena omwe siaboma kapena mabungwe othandiza anthu.
- Opereka thandizo ambiri amafuna kudziwa gawo lomwe inu eni ake mungachite mu pempho lanulo, m'mene mungagwiritsire ntchito zinthu zomwe zikupezeka m'dziko lanu ndiponso mapulani oti ntchitoyo idzapitiriza kudzithandiza yokha mutatha kugwiritsa ntchito thandizo loyamba.
- Ntchito yanuyo ikhale yotheka, isakhale yofuna ndalama zambiri ndipo ikhale yoti itha kuchitikanso nthawi ina iliyonse.

- Nthawi zambiri mabungwe opereka thandizo amafuna kuti ntchito zachitukuko zizikhala zogwirizana. Izi zitanthauza kuti mudzafuna kudziwa umo ntchito yanuyo ikuthandizira kapena kuonjezera pa ntchito zina ndipo yapangidwa ndi cholinga chothetsa mavuto omwe apezeka.

3.2 Tsatanetsatane wa zofunika mu pempho.

Mfundo izi sizinapangidwe ndi cholinga chokuuzani zofuna kulemba, koma momwe mungalemberere pempho lanu. Ngati mwapatsidwa udindo wolembe pempho ndiye kuti mukudziwa chofuna kuchita. Ngati ndinu wolembe pempho ndiye kuti mukudziwa chomwe mukufuna ndi momwe mungachipezere. Pa chifukwa ichi musakhale pa mpanipani ndipo musakhumudwitsidwe ndi mawu omwe amagwiritsidwa ntchito nthawi ndi nthawi.

Tsamba la mutu wa nkhani [Chikuto];

Ili ndi tsamba limodzi la chikuto cha pempho. Tsambali likhale ndi zinthu izi:

- Tsiku
- Dzina la ntchitoyo
- Malo a ntchitoyo
- Dzina la bungwe lanu, ndi
- Zina zofunika zomwe mungalembe pa mzere umodzi.

Chidule chofotokoza pempholo chitsatire tsamba la mutu wa nkhani, koma opemphawo asayambe aganiza za ichi msanga, yambani mwawerenga za magawo enawo poyamba.

Kufotokoza vuto, zolinga ndi zofuna kuchita ndi njira zake

Kufotokoza vuto

Gawo limeneli likuyembekezeka kuyankha chifukwa chomwe ntchitoyo ikufunikira. Apa mutha kufotokoza za umo zinthu ziliri ndi kutchula zinthu zomwe zakuchititsani kuti muganizire zochita ntchito mukufunayo. Nkofunika kugwiritsa ntchito anthu onse pofuna kuona mavuto omwe akufunika kuwathetsa msanga. Uyu amatchedwa “kafukufuku wa mtengambali.”

Choyamba chomwe mbiri ya ntchitoyi imachita ndicho kulongosola vuto. Izi zitanthauza kuti vutolo litchulidwe ndi kunena komwe liri. Imatchula anthu okhudzidwa, komwe vuto liri, kukula kwake ndi anthu ena omwe akuthandiza pothana ndi vutolo. Imatchulanso kukula kwa ntchito yomwe yagwiridwa kale ndi magulu ena pothetsa vutolo ndi zomwe gulu lanu lachitapo kale.

Pamene tikufotokoza vuto kapena mavuto omwe alipo, pamakhala mafunso angapo. Kodi anthu omwe akukhudzidwawo ali motani kuti othandiza athe kupereka thandizo la ndalama kapena kupereka anthu ogwira ntchito? Mbiri ya midzi, gulu lanu kapena ntchitoyo njosafunika, koma kungotchulapo mwachidule kutha kukhala kofunika. Chofunikitsitsa, ndicho kutchula umo zinthu ziliri kapena momwe zingathe kusinthira, kuti okuthandizani akathe kuona kufunika kopereka thandizo.

Mutha kuika zinthu izi;

- Ntchito yeniyeniyo[m'mene zinthu ziliri ndi mavuto osati kufotokoza]
- Zifukwa zoperekera pempho
- Zinthu zomwe zachititsa kuti ntchitoyo ifunike ndi
- Dongosolo lalikulu kapena ntchito yaikulu yomwe pempholi ndi gawo lake.

Ngati ntchito yanuyi siyoyamba kumene, mbiriyo idzafotokazanso kusintha komwe kwachitika chiyambireni ntchitoyo.

Kumbukirani kuti ndime ya mbiri imafotokoza zinthu zomwe zinayambitsa vuto lomwe ntchito yanuyo ikufuna kukonza. Chilichonse m'ndime imeneyi chikhale umboni woti ntchitoyo ivomerezedwe ndi kuchuluka kwa thandizo lomwe likufunika. Mbiri zazitalizitali ndi kulongosola china chilichonse nkosafunika pochita izi.

Kutchula kwa vuto kutanthauza kupereka mfundo zomwe zilipo ndi zomwe zingakhalepo, ndiponso kulongosola nkhani yomwe ilipo yomwe ikukhudza vutolo. Apa timathilira umboni kufunika kwa ntchitoyo kapena maganizo omwe alipo. Izi zimagawidwa pawiri. Gawo loyamba limakamba za vuto ndi mbiri yake. Apa muyenera kulemba vutolo mwatsatanetsatane kapena chomwe mukufuna kuti chikonzedwe ndi pempho lomwe mukupemphalo. Vutolo lifotokoze zinthu izi:

- kukula kapena kuopsa kwa vutolo
- chomwe chinayambitsa vutolo, ndi
- zotsatira za vutolo

Kutchula kwa vuto kumeneku kukhale kwachidule ndi kwachindunji ndi kutchulanso kumalo komwe kuli vutolo ndiponso kuchuluka kwa anthu okhudzidwa.

Zolinga ndi zofuna

Cholinga cha ntchito yanu chikhale kuthetsa vuto kapena mavuto omwe mwalongosola pa mbiri ya ntchitoyo. Zolinga ndi zofuna zigwirizane ndi gawo lomwe liri pamwambapo, potchula yankho la mavuto omwe mwakambawo. Muyenera kukhala ndi zolinga zingapo komanso zofuna zingapo.

Choyamba chikhale zolinga zomwe ndi zokhumba zanu zomwe zingakwaniritsidwe kwa nthawi yaitali. Mukatero tchulani zofuna zanu zomwe nzotheka, zachindunji, zoyeseka komanso zochitika pa nthawi yomwe mutha kuitchula. Mwachitsanzo “Kuchepetsa umbuli” ndi cholinga pomwe “kuphunzitsa kulemba ndi kuwerenga anthu makumi awiri pofika pa 2 Malichi” ndi chofuna.

Cholinga chonse chimafotokoza kusintha kokhazikika pamtsiriziro pake komwe kukuyembekezeka kukwaniritsidwa ngati chotsatira cha ntchitoyo. Choncho cholinga chimakamba phindu lomwe anthu okhudzidwawo adzapeze pamapeto pake.

Zofuna zabwino ndizo:

- **zachindunji:** zachidule popewa kutathauziridwa mosiyana
- **zoyeseka:** kuti muthe kulondoloza ndi kuunika
- **zotheka:** ku vutolo, zolinga ndi njira zomwe zingatsatidwe
- **zoona:** zokwaniritsika, zofuna khama ndi za tanthauzo
- **zanthawi:** zokhala ndi mulingo wa nthawi yochitikira

Opindula [Gulu lokhudzidwa]

M’gawo limeneli mumatchula anthu omwe adzapindule ndi ntchitoyo mwatsatanetsatane. Muthanso kutchula omwe idzawakhudze [monga anthu omwe aphunzitsidwa kuthandiza eni opindulawo]. Ili litha kukhala gawo lowonjezera la mutu womwe mwatchula poyamba pa mbiri ya ntchitoyo; tchulani kuchuluka kwao, m’mene aliri, m’mene akuvutikira, kumene ali ndi zina zotero.

Njira

Gawo ili limatchula zomwe muchite pa ntchito yanuyo, monga zofunika [ndalama, ogwira ntchito ndi zomwe muchite] zomwe zidzaikidwe mutchitoyo.

Poyamba pezani njira zomwe zingathandize kukwaniritsa zofuna zomwe mwakamba poyamba. Pa njira iliyonse luzanitsani ndi gawo la m’mbuyomo. Pempho labwino limatchula njira zingapo zosiyana zomwe zingatsatidwe koma nkusankha imodzi mwanjirazo nkuleka zinazo ndi zifukwa zake. Kenaka imafotokoza molingana ndi zofuna, njira zomwe zingatsatidwe ndi zinthu zomwe ziyenera kuchitika poyamba pogwiritsa ntchito njirayo kuti zofunazo zichitike.

Kukhuzidwa kumatathauza “zingati, kwa yani, kuti, ndiponso ndi yani?” Kapena kunena kuti, “achite zakuti ndani?” Mwachitsanzo, ndi maphunziro ati omwe mungapereke, kwa nthawi yotani, ndipo ndi anthu angati omwe akukhudzidwa? Ndi luso lanji lomwe mukufuna kuphunzitsa ndipo ndi ntchito zotsatira zANJI zomwe mwakonza?

Dongosolo - Ntchito iliyonse liti?

M’gawo limeneli mumafotokoza motsatizana ntchito zomwe mwakonza kuti mukwaniritse zomwe mukufuna. Ngati mungathe kuika masiku, ngakhale mongoyerekeza ndi bwino. Mutha kujambula chinthu chonga mizere chosonyeza nyengo zomwe zinthu zidzachitikire.

Muikenso mudongosolo lanulo magawo a ntchitoyo; momwe gawo limodzi litsogolere gawo linzake. Ndi nthawi yaitali bwanji pomwe thandizo lidzafunike? (Ntchito idzatha liti kapena kuti ndi liti ntchitoyo idzakhale yoima payokha?).

Bungwe lanu

Gawo ili limafotokoza umo liliri bungwe lanu ndi m’mene ligwilira ntchito zake kuti litha kukwaniritsa kugwira ntchito yomwe mwakambayo.

Fotokozani mwachidule zolinga ndi ntchito za bungwelo. Tsindikani pokamba za luso lomwe liri nalo pogwira ntchito za mtunduwu, zoliyenereza ndi zida zomwe liri nazo pogwira ntchito za mtunduwu.

Kudziwa luso lomwe mamembala a bungwelo ali nalo ndi anthu ogwira ntchito ndi chinthu chofunika kwambiri. Tchulani mtundu wa thandizo lomwe mukuyembekeza kulandira kuchokera ku mabungwe ena omwe mukuthandizana nawo. Phatikizani nkhani ina iliyonse yoonjezera yomwe mungakhale nayo, monga malipoti a pachaka ngati alipo.

Fotokozani:

- Mmene idzagwiridwire ntchitoyo
- Omwe akukhuzidwa ndi ntchitoyo
- Omwe adzaigwire

- Omwe adzayang'anire kagwiridwe kake
- Omwe akuyendetsa ntchito
- Omwe akutsogolera kayendetsedwe ka ntchito yonse
- Omwe ali ndi udindo woyang'anira kuchitika kwa ntchito yonse.

Kufotokoza mitengo ndi ubwino

Polembe pempho, gawo lotchedwa kufotokoza mitengo ndi ubwino siliri monga ndondomeko ya ndalama zomwe zingafunike yosonyeza kuchuluka kwa ndalamazo. Ndondomeko ya kuchuluka kwa ndalama zomwe zingafunike ikhale ngati zoonjezera kumapeto kwa zonse, osati ngati zolembedwa mu pempholo ayi.

Mkati mwa pempho lanu, gawo lofotokoza mitengo ndi ubwino likhale kusanthula ndi kufotokoza ndipo ligwirizane ndi m'mene mwalembera magawo ena mbuyomo. Gawoli lifotokoze mbali za ndondomeko ya chuma zomwe zikufuna kulongosola, monga zofuna kugula, zofuna kulipira kapena zofunika zomwe sizingamveke bwino pazokha.

Zinthu ngati izi zowonkhetsedwa pamodzi zitha kuthandiza ena mwa opereka thandizo kuona chochita:

- Mtengo wa zinthu zopezeka m'dziko momwemo
- Mtengo wa zinthu za kunja
- Ndalama za m'dziko momwemo kapena zakunja zomwe zingafunike
- Njira zolipira
- Ntchito zothandizira zomwe anthu angachite (izi zionetsedwe molingana ndi ndalama zake)
- Njira zopezera zipangizo (komwe zingapezeke ndi momwe zingapezekere) ndi
- Magawo a ndalama zonse pamodzi zopemphedwa mu pempholi.

Pempho la ntchito –Ndondomeko ya kagwiridwe, kalondolondo ndi kuunika

Ntchito

1. Gawani anthu m'magulu anayi.
2. Magulu awiri akambirane: Tanthauzo la ndondomeko ya kagwiridwe ndi zonse zokhudza ndondomekoyi.
3. Magulu ena awiri akambirane: Thandizo la kalondolondo ndi kuunika. Momwe mungachitire, chifukwa chake ndi nthawi yochitira kalondolondo ndi kuunika.
4. Ntchito ya magulu-Lolani gulu lililonse lipereke zomwe lapeza kwa mphindi zisanu ndi kukambirana mayankhowo kwa mphindi zinsano zisanu.
5. Mutatha kukambirana zonse za magulu awiri oyambawo, ombani mkota wa zonse ndi kupereka mayankho enieni.

Ndondomeko ya kagwiridwe ka ntchito

Pempho la thandizo ndi pempho la chuma chochogwilira ntchito ya chitukuko. Ku ntchito ya chitukuko cha m'mudzi pempholi litha kukhala njira yopemphera anthu kuti avomereze ntchitoyo. Mutha kugwiritsa ntchito zomwe zalembedwa mupempholi pofuna kupeza ndalama kuchokera kwa mabungwe opereka thandizo. Kungakhale bwino kupempha thandizo kuchokera ku mabungwe osiyanasiyana ngati muli ndi wokuthandizani m'modzi, mutha kudalira pa iyeyo kuti akuthandizeni.

Pempho la thandizo si mndandanda wa zinthu zomwe mukufuna kuti mugule. Pempholi liyenera kukhala chitsimikizo cha kufunika kwa chilichonse chomwe mukufuna kugula kuti wothandiza athe kusankha ngati angathe kuthandiza pa zina kapena zonse mwa zinthuzo. Muyenera kudziwa ndi kutha kunena chenicheni chomwe mukufuna kuchita ndi zinthuzo ndipo ichi n'chifukwa chake nkoyenera kukonza ntchitoyo ndi cholinga choti ikwaniritse zomwe mukufuna. Nkofunika kusamala pokonza zomwe mukufuna kuchita pa ntchitoyo. Nkofunikanso kulemba pempho lomwe lingathe kukopa thandizo lomwe mukufuna. Kulemba pempho ndi luso lapadera lomwe limafuna nzeru ndi kulichita kawirikawiri.

Pempho lanu la thandizo likhale ngati njira ya chilungamo yoitanira malonda. Ntchito yake ndi kudziwitsa ndi kuchititsa wina kukhutira. Sichinthu cholalikira, kudzitukumulira kapena kunamizira. Ngati muli ndi chikhulupiliro kuti ndi maganizo abwino omwe ayenera kulandira thandizo, pempho lanu ndi loyeneradi kuperekedwa kwa akuluakulu omwe aone kufunika kwake poyerekeza ndi mapempho ena omwe ali nawo. Pempholo lisonyeze bwino lomwe nthawi ndi momwe ntchitoyo idzathere, kapena kukhala yoima payokha. Pempho lilembedwe ndi kuonedwa bwino, ngati nkotheke litaipidwe, ndipo lisakhale ndi zina zosafunika zongochulukitsa gagamdiwa.

Tsatanetsatane wa pempho lanu amadalira kuchuluka kwa zinthu zomwe mukupempha ndi kukula kwa ntchito yonse. Mutha kusitha ndondomekozi molingana ndi ntchitoyo kapena wopereka thandizolo. Pempho lanu lisonyeze zomwe mwachita kale ngati maziko a ntchitoyo. Nkosakwanira kungolembe kalata yofotokoza pempho lanu. Muyenera kusonyeza kusowa komwe kulipo ndi umboni woti ntchitoyo ndiyofunikadi thandizo la ndalama. Kumbukirani kuti mabungwe ndi anthu ena athanso kukhala akufuna thandizo longa lomweli.

Gwiritsani ntchito chilankhulo ndi mawu omveka bwino omwe akukamba zokhazo zomwe mukufuna. Ngati nkofunika gwiritsani ntchito zithunzi kapena zojambula zina zilizonse pofotokoza mfundo zofunika kwambiri. Gwiritsani ntchito zoonjezera kumtsiliziro kwa pempholo popewa kuchulutsa zolembe mkati mwa pempholo. Lembani mfundo zanu molingana ndi umo afunira omwe mukuwapemphawo. Sonyezani kukonzeka kwanu kuti okuthandizani atha kudzakufunsani mafunso atalandira ndi kuwerenga pempho lanu.

Pempho labwino limakhala ndi ndondomeko ya kagwiridwe ka ntchitoyo. Ndondomeko ya kagwiridwe ka ntchito imasonyeza dongosolo ndi njira zomwe zidzagwiritsidwe ntchito pokwaniritse zonse zofunika pa ntchitoyo. Ngati kagwiridwe ka ntchitoyo kakukhudza magulu ambiri monga m'mene zikhalira m'ma VDC, zonse zomwe magulu enawo adzachite ziyenera kusonyezedwa bwino mu ndondomekoyo. Onse oyang'anira ntchitoyo ayenera kosonyezedwa ndi ntchito zomwe adzagwire. Zipangizo zonse zofunika ndi komwe zidzachokere ziyenera kusonyezedwaso. Mwachitsanzo pempho la khonsolo ya boma la Thyolo potukula ntchito zolimbana ndi matenda a Edzi ndi matenda ofala kudzera m'chiwerewere, thandizo ndi kuchepetsa zotsatila zake, likusonyeza kuti njira zake ndi zokhudza magulu ambiri. Pempholi linapangidwa ndi anthu ochokera m'magulu osiyanasiyana mu khonsoloyi monga a maphunziro, okonza mapulani, chitukuko cha m'midzi, umoyo, chikhalidwe ndi chitukuko cha achinyamata.

Kalondolondo ndi kuunika

Ntchito isanayambe njira zochitira kalondolondo ndi kuunika ntchitoyo zikhale zitakonzedwa. Ntchito ya kalondolondo ndi kuunika ndiyo kufuna kuonetsetsa kuti ntchito zonse zomwe ziri mu ndondomeko zikukwaniritsidwa bwino molingana ndi nthawi yake, dongosolo la ndalama ndi maonekedwe omwe amayembekezeka. Pochita kalondolondo ndi kauni mavuto omwe angadze atha kudziwika potero njira zowathetsera zitha kupezeka. Ntchito zina zimakhala ndi gawo la kalondolondo ndi kauni zakezake zomwe zimasonyeza bwino lomwe nthawi ndi yemwe adzachite kalondolondo ndi kauni ameneyu.

Kalondolondo ndi kauni asonyeze kuti cholinga ndi zotsatira za ntchitoyo zikukwaniritsidwa pogwiritsa ntchito zida zomwe zaikidwa pochita kalondolondo ndi kauni wa zochitika zonse za ntchitoyo.

Kuti mudziwe zinthu zomwe zimagwiritsidwa ntchito pochita ndondomeko ya kauni, onani phunziro lomwe likukamba za kalondolondo ndi kauni.

Nthawi

Nthawi imasonyeza kuti ntchitoyo kapena gawo lirilonse la ntchitoyo lichitike. Komanso, gawo lirilonse la ntchitoyo liri ndi nthawi yake yoti lichitike. Nthawi imasonyezedwa m’masabata, miyezi kapena nthawi ya miyezi itatu.

Nthawi zina ntchito itha kugwiridwa m’magawo. Ngati ndi choncho magawowo asonyezedwe mu pempholo ndi nthawi yomwe gawolo lidzatenge. Kumbukirani kuti kulephera kukwaniritsa ntchito mu nthawi yake kutha kukhala ndi zotsatira zoyipa. Mwachitsanzo kuimitsa thandizo kuchokera kwa okuthandizani, kukolana kwa ntchitoyo ndi ntchito zina m’mudzimo maka zomwe zikudalira anthu omwewo.

Ndondomeko ya chuma ndi zoiyenerenza

Ntchito

1. Fotokozani mwachidule umo ikhalira ndondomeko ya chuma ndi kufunika kokhala ndi ndondomeko yoyenera.
2. Lolani anthu kuti afunse mafunso ndi kukambirana zonse zofunika mu pempho labwino.

Tsatanetsatane wa ndondomeko ya chuma aikedwe m’gawo la zoonjezera kumathero kwa zonse zolembedwa mu pempho. Gawo lirilonse la ndondomekoyi likhale ndi kuchuluka kwa ndalama zonse mu gawo limenelo. Magawo amenewa agawidwe m’magulu a zinthu zofanana (mwachitsanzo: malipiro, magalimoto, za lamya, mafuta ndi mayendedwe).

Ngati nkotheke siyanitsani pakati pa zinthu zosatha (monga zida zomwe zingathe kugwiritsidwanso ntchito) ndi zinthu zakutha (monga katundu yemwe akagwiritsidwa ntchito amatha).

Ndondomeko ya chuma ikhale zoyerekeza zoonza za mitengo yonse ya zinthu zofunika pogwira ntchito. Ngati nkotheke sonyezani zomwe zingathe kuchitika mu njira yodzithandiza nokha kapena pogwiritsa ntchito thandizo lochokera kwa anthu ena kupatula omwe mukuwapemphawo. Mitengo yoperekedwayi igawidwe m’magulu a zinthu zofanana monga malipiro; katundu; zipangizo; mayendedwe ndi ndalama zapathumba; malo ogona ndi za lamya.

Mathero.

Lembani gawo limeneli pomalizira. Ili ndi gawo lomwe othandiza angawerenge nkupanga maganizo oti akuthandizeni kapena ayi.

Gawoli lisalembedwe kapena kuganiziridwa magawo ena onsewo asanalembedwe. Pewani kulemba gawoli ngati mawu oyamba. Liganizileni ngati kuomba mkota kapena mathero. Kusalika kwake kukhale theka la tsamba kapena kusapyole tsamba limodzi.

3.3

Chidule cha zofunika kukhala mu pempho.

Mutu wa pempho

Dongosolo la zamkati

Mathero

Kufotokoza vuto

Zolinga ndi zofuna

Njira

Ndondomeko ya kagwiridwe ka ntchito

Kalondolondo ndi kuunika

Ndondomeko ya chuma ndi zoiyenerenza

Zoonjezera

Ma VDC apange pempho la thandizo molingana ndi zomwe zakambidwa pamwambapa. Choncho pempho labwino likhale ndi zonse zomwe zatchulidwa mu phunziro lino. Nkofunika kukumbukira kuti kupatula tsatanetsatane wa zinthu zomwe ziri pamwambapa, opempha thandizo aganizire kufunika ndi ubwino wa ntchito molingana ndi kufuna kwa anthu okhala m'deralo.

PHUNZIRO LACHINAYI CHITUKUKO

Cholinga cha phunziro	Cholinga chenicheni cha phunziro ili ndi choti anthu amvetse mawu oti chitukuko polingalira za chuma komanso miyoyo ya anthu.
Zofunika kuphunzira	<i>Pamtsiriziro pa phunziro limeneli anthu athe:</i> • kufotokoza mawu oti chitukuko • kutchula zitsanzo zinayi za chitukuko • kutchula zinthu zomwe zimabwezera chitukuko m'mbuyo • kutchula zinthu zomwe zimabweretsa chitukuko
Zofunika kukwaniritsa	• Tanthauzo la chitukuko • Zitsanzo za chitukuko • Zinthu zomwe zimabwezera chitukuko m'mbuyo • Zinthu zomwe zimabweretsa chitukuko
Zipangizo	• Mapepala olembapo okoleka pakhoma • Zolemba • Tepi womatira • Zolembedwa kapena buku lophunzitsira
Njira zophunzitsira	• Ntchito • Kukambirana koyambilira • Mafunso ndi mayankho • Kukambirana m'magulu • Zojambula • Kukambirana awiri-awiri • Nkhani za chitsanzo

4.1 Mau oyamba

M'Malawi muno anthu ambiri amaganiza kuti chitukuko ndiko kumanga misewu, sukulu, milatho, mijigo, zipatala kapena kubzala mitengo. Zoonadi kuti mawuwa m'chichewa atanthauza “kutukula”. Nthawi zambiri anthu samaganizira tanthauzo la mawuwa lomwe limaona anthu ngati chinthu chofunika kwambiri pa nkhani ya chitukuko.

4.2 Tanthauzo la chitukuko—Funsani anthu asanu apange sewero. Uzani ena onse kuti aonera sewero ndi kuti aonere mosamala zomwe zikuchitikazo.

Mpulumutsi: ili ndi sewero la tanthauzo la chitukuko lochitika ndi anthu asanu.

1) **Ndime yoyamba** ili ndi anthu awiri: munthu m'modzi ndi womangidwa manja ndi miyendo. Munthu winayo akuthandiza kumasula womangidwayo.

2) **Ndime yachiwiri:** munthu wina abwera nkungoyang'ana anthu awiriwo nkubwelera.

3) **Ndime yachitatu:** Munthu wina abwera ndi thumba la ndalama. Ayang'anitsitsa anthu awiriwo ndi cholinga chofuna kuthandiza, amasula thumba la ndalama lija nkuika ndalama zambiri pafupi ndi munthu womasula mnzakeyo. Munthuyo ayang'ana ndalamazo, koma chidwi chake chili pomasula mnzakeyo ndipo apitiliza kutero.

4) **Ndime yachinayi:** Munthu wina abwera, aona zochitikazo nkuchoka, kenaka abwelera ndi chakudya. Aika chakudyacho pafupi ndi womasulayo. Womasulayo ayang'ana chakudyacho, koma alibe nacho chidwi ndipo apitiliza kumasula mnzakeyo.

5) **Ndime yachisanu:** Kenaka womasulayo akwanitsa kumasula mnzakeyo. Onse aimilira ndipo womasulidwayo adumphira ndi chisangalalo.

Kodi zinthu izi zikuimira chiyani m'moyo wa tsiku ndi tsiku?

1. Munthu womangidwa

- Akuimira anthu omwe ali ndi mavuto osiyanasiyana.
- Anthu omwe ali mu ulamuliro wankhanza.

2. Chingwe chomwe munthuyo wamangidwira

- Mavuto
- Zipsinjo

3. Anthu omwe amangodutsa

- Othandiza omwe chidwi chawo chili pa zinthu zina.
- Othandiza omwe amaumiriza zofuna zawo.
- Othandiza omwe amafunsa kaye anthu.

4. Mu sewero lonselo ife tili pati?

- Oumiriza zolinga zathu.

5. Ndi mavuto anji omwe seweroli likukamba pa moyo wa tsiku ndi tsiku?

- Anthu agawidwe m'magulu ndi kupeza vuto lenileni mu seweroli.
- Lembani mavuto onsewo pa pepala lokoleka pakhoma. Sankhani vuto lalikulu.

6. Kodi kuvutika pofuna kudzimasula kutanthauzani?

- Anthu omwe akufuna kupeza mayankho a mavuto awo.

7. Kodi zimenezi zimachitika pakati pathu? Inde.

8. Ndi mavuto anji omwe amatsatira pa vuto lalikululo?

9. Nchiyani chimayambitsa vuto lalikululo?

10. Tingachite chiyani pofuna kuthetsa vuto limeneli?

4.3 Zitsanzo za chitukuko

Zitsanzo za chitukuko ndi milatho, nyumba za sukulu, zitsime zotetezedwa, misewu yabwino, zipatala, kudzidalira kwa anthu, kutenga gawo kwa anthu ndi zina.

Zinthu zomwe zimabwezera chitukuko m'mbuyo

- Kusagwirizana pakati pa ogwira ndi ntchito ndi anthu, monga kudzitukumula kwa ogwira ntchito.
- Kuononga zipangizo.
- Kudzidelera pakati pa anthu ndi onse okhudzidwa.
- Kusachitira zinthu limodzi.
- Khalidwe lomangodalira.

- Kulamula pochita zinthu.
- Kusawamvetsa anthu kwa othandizira chitukuko.
- Kulonjeza kwabodza.
- Kukondera pa nkhani ya jenda pomanga mfundo.
- Utsogoleri woyipa, nsanje ndi kudzikonda.

Zinthu zomwe zimabweretsa chitukuko

- Chitani zinthu kuchokera kwa anthu a pansi.
- Chitani zinthu zomwe zimalemekeza ulamuliro wabwino monga kuchita zinthu poyera ndi kukhulupirika.
- Kuchita zinthu mogwirizana.
- Kuganizira nkhani za jenda.
- Limbikitsani kutenga mbali kwa anthu pokonza dongosolo, kugwira ntchito ndi kuunikanso ntchito.

Maganizo oonjezera pa nkhani ya chitutuko

Chitukuko chimakhuzza makamaka anthu. Chimaika anthu patsogolo. Ndi njira yobweretsa kusintha kwabwino m’kudziwa kwa anthu, maganizo ndi luso, zomwe zimadzetsa kutukuka pa umoyo wa anthu, chuma, ndale ndi chikhalidwe chawo. Tanthauzo la chitukuko mwa zina likhudze mfundo yoti ambiri mwa anthuwo akutha kukhala ndi:

madzi abwino, malo olima, pogona pabwino, maphunziro, chitetezo, chakudya chokwanira, umoyo wabwino, akutha kutenga mbali pomanga mfundo zowakomera eni ake pa zinthu zokhudza miyoyo yawo, akutha kutenga mbali pa zochitika zonse zokhudza malamulo ndi kuti ndi okondwa kukhala a Malawi.

Kumbukirani: Anthu sangatukulidwe koma atha kudzitukula okha. Anthu amadzitukula okha kudzera mu zomwe akuchita. Amadzitukula pomanga mfundo zowakomera iwo eni, ndi kukuza kuzindikira kwawo ndi kutha kuchita nawo zinthu mofanana m’malo omwe iwo akukhala.

Zothandiza mthandiziri

Anthu amadziwa kale kuti chitukuko ndi chiyani. Mwina chomwe sadziwa ndi kuti chitukuko sikumanga zinthu zosiyanasiyana kokha ayi. Kuganiza mozama nkofunika pa chitukuko chilichonse. Kutha kuona ndi kumvetsa zomwe zikuchitika pakati pathu ndi kulingalira za mtsogolo nkofunikanso. Thandizani anthu kuti athe kuganiza mozama ndi kumatha kupeza mayankho a mavuto awo.

5.1.1 Matanthauzo

Kodi kutenga gawo kwa anthu a m'mudzi nkutani?

Tisanayankhe funso limeneli, nkofunika kuti tidziwe kuti mudzi n'chiyani. Mwa zina mudzi umatanthauziridwa motere:

- Gulu la anthu odziwika ndi chinthu chimodzi omwe cholinga chawo n'chimodzinso
- Anthu okhala amodzi monga, mudzi, mzinda boma ndi malo ena
- Gulu la anthu okhala pamodzi lomwe litha kudziwika ndi zofuna zofanana kakhalidwe kofanana kapena malo amodzi
- Kukhalira pamodzi komwe kukudziwika ndi kukhala m'modzi wa anthuwo, kukhala ndi zochita ndi zolinga zofanana
- Kuchitira zinthu limodzi ndi kugwirizana pokwaniritsa zolinga
- Kukhalira limodzi, kulemekezana, kukhala ngati amodzi kapena kuchitira zinthu pamodzi.

Kutenga gawo kutanthauza mchitidwe wochita nawo kapena kudziika mu zochitika zina zake.

Kutenga gawo kwa anthu a m'mudzi tsono, kutanthauza kudziika kwa anthu mu ntchito ina iliyonse yochitika m'mudzi mwawo.

Kumbali ina, kumema anthu ndi njira yoika chikhumbokhumbo mwa anthu kuti atenge gawo pa chinthu chinachake.

Kufunika komema anthu kuti azitenga gawo

- Zimathandiza anthu kuti atenge gawo pokonza ndondomeko ndi kugwira ntchito za chitukuko m'madera awo.
- Zimakuza mtima wochitira zinthu limodzi - kuthetsa nkhani za kusiyana pakati pa amuna ndi akazi mwa zina.
- Kulola anthu kupeza ntchito za chitukuko zomwe akufuna kuti zichitike ndi nthawi yake.
- Zimadzetsa umwini pakati pa anthu popeza kupambana kwa ntchito iliyonse kumachititsa anthuwo kukhala ndi mtima woti ntchitoyo ndi yawo.
- Kumalimbikitsa kukhazikika kwa ntchitoyo.
- Kumalimbikitsa kuchita zinthu mwachilungamo pofufuza ndi kugwira ntchito za chitukuko.
- Njira yomema anthu imadzetsa kukambirana pakati pa mabungwe opereka thandizo ndi anthu okhudzidwawo koterokuti magulu onse awiriwo amadziwa zoletsa zomwe zilipo potero amatha kupewa kupempha zinthu zomwe sizingatheke. Njirayi siyolira ndalama zochuluka ndipo ndi yotheka.
- Zimathandiza anthu kulumikizana nkugawana nzeru pa zinthu zina.

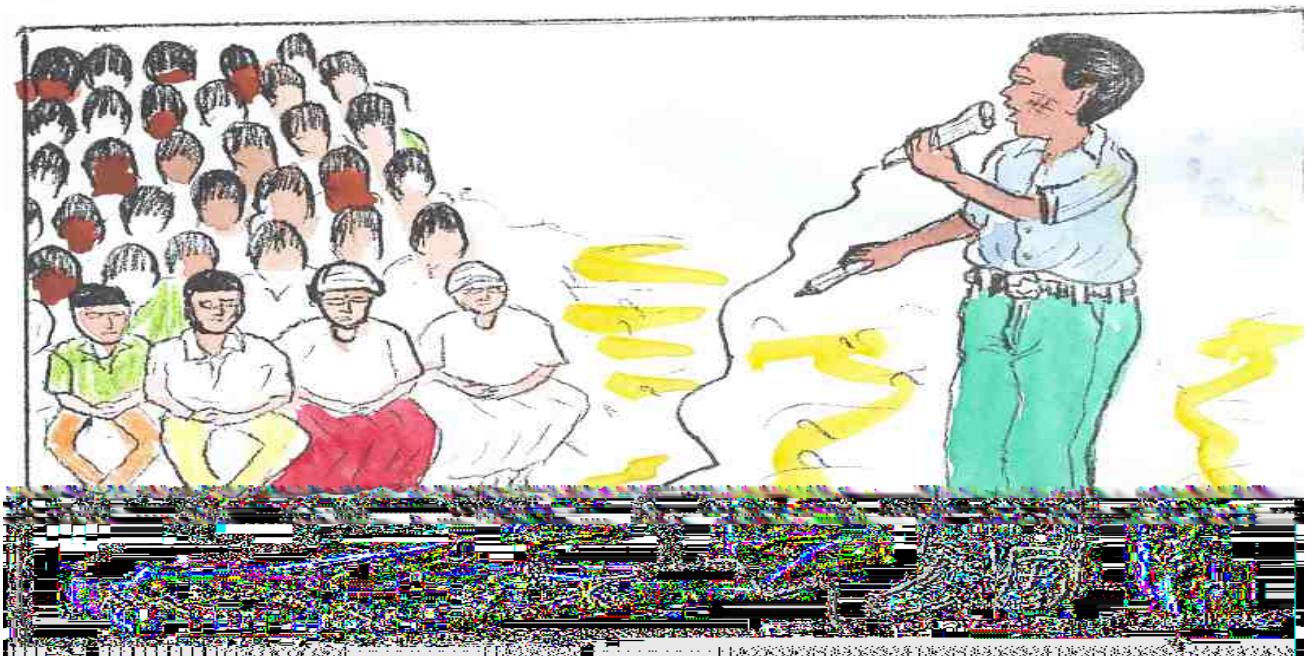
Pofuna kumema anthu magulu a zachitukuko a kumidzi atha kugwiritsa ntchito njira zosiyanasiyana monga:

- Zisudzo
- Kuyankhula ku matchalitchi ndi mizikiti
- Misonkhano ku malo a misika, m'mudzi, ku mabwalo a sukulu, ku mabwalo a mfumu ndi ena
- Misonkhano ya m'mudzi
- Kulemba makalata oti akawerengedwe ku sukulu, ku matchalitchi ndi mizikiti
- Magule a makolo, misonkhano, kukambirana m'magulu
- Mipikisano ya masewero a mpira
- Kulengeza kwa anthu madzulo pogwiritsa ntchito zinkuza mawu
- Zolembalemba zopachikidwa m'mitengo kapena m'makhoma.

Kutenga gawo

Ndi maganizo a bungwe la PACENET kunena kuti, ufulu wa demokalase kuti ugwire ntchito, nzika ziyenera kutenga gawo pa zinthu za gulu. Kutenga mbali ndi ufulu komanso udindo wa munthu. Kutenga gawo kutha kukhala m'njira zosiyanasiyana monga:

- Kuima nawo pa chisankho
- Kutenga nawo gawo pa ntchito za chitukuko ndi za ndale
- Kukhala nawo pa misonkhano
- Kukhala mamembala kapena anthu odzipereka m'mabungwe osiyanasiyana
- Kukhoma msonkho
- Kuchita zionetsero za mtendere ndi zovomerezeka.



5.1.2 Kufunika koti anthu azitenga gawo

- Ngati membala wa gulu la zachitukuko cha kumudzi aliyense adziwe kuti sakuchitira anthu koma akuchita ndi anthu.
- Agwiritseni anthu ntchito mu zonse zochitika.
- Kufunsa anthu kuchitike kuyambira poyamba (kuona zosowa zawo).
- Kutenga gawo kumadzetsa umwini pa ntchitozo, (monga : kupanga makalabu, zionetsero, umo anthu angatengere gawo)

Nchifukwa chiyani anthu ayenera kutenga gawo?

Ndi ufulu ndi udindo wa munthu aliyense kutenga gawo mu zochitika m'dera lake ndi m'dziko lake. Kudzera mu kutenga gawo anthu amatha:

- Kuonetsetsa kuti boma likugwiritsa bwino ntchito ndalama ndi zinthu zina kuti zipindulire anthu a m'dera lawo
- Kuonetsetsa kuti atsogoleri akugwira ntchito yawo molingana ndi zofuna za anthu
- Kuuza boma ntchito zachitukuko zomwe akufuna
- Kuthandizana potukula dera lawo ndi madera oyandikana nawo.

Zofunika pomema anthu

- *Konzani dongosolo la ntchito yanu mosamala. Osachita chidule*
- *Samalani posankha njira kapena mfundo ina iliyonse*
- *Fikani mu nthawi yake ku misonkhano*
- *Thandizo lirilonse likhale ndi cholinga chotukula mphamvu za anthu podzithandiza osati kungothandiza chabe*
- *Thandizo lirilonse lisachotse mtima wa umwini ndi udindo pakati pa anthu*
- *Osavala mopyola muyezo*
- *Khalani amodzi mwa anthu*
- *Pezani njira yoti pakhale kulumikizana ndi anthuwo mpaka mtsogolo monga kumawachezera*
- *Osalonjeza chilichonse.*

PHUNZIRO LACHISANU NDI CHIMODZI

KUMVETSA NDI KUYESA UBWINO WA NTCHITO

Cholinga cha phunziro	Kufotokoza m'mene kuyesa ubwino kumachitikira ndi kufunika kwake mu demokalase ndi ulamuliro wa m'maboma aang'ono.
Zofunika kuphunzira	<i>Pamtsiriziro pa phunziroli anthu athe:</i> • kutanthauzira mawu oti kuyesa ubwino • kufotokoza zotsatira ndi ubwino wa kuyesa ubwino • kufotokoza m'mene ikhalira ntchito yoyesa ubwino m'midzi • kutchula ndondomeko yochitira ntchito yokonza dongosolo lokonza zinthu
Zofunika kukwaniritsa	• Kumvetisa ndi kuyesa ubwino wa ntchito • Kuyesa ubwino nkutani? • Kufunika koyesa ubwino wa ntchito • M'mene tingayesere phindu la ntchito kwa anthu
Zipangizo	• Mapepala olembapo okoleka pakhoma • Zolemba • Tepi womatira • Zolembalemba kapena buku lophunzitsira
Njira zophunzitsira	• Ntchito • Kukambirana koyamba • Mafunso ndi mayankho • Kukambirana m'magulu • Zojambula

6.0 Kuyesa ubwino nkutani?

Anthu ambiri akhala akugwiritsa ntchito mawu oti “kuyesa” potanthauza kuona m'mene ndalama zagwiritsidwira ntchito, kufufuza umo bungwe lagwiritsira ntchito ndalama zake. Ena agwiritsa ntchito mawuwa potanthauza kufufuza ndi cholinga chofuna kuona kuti bungwe likutsatira ndondomeko zake za kagwiritsidwe ntchito ka ndalama. Choti tidziwe pa matanthauzo onsewa ndicho “kupima”, “kuona zotsatira” kapena “kufufuza”.

Mbuku lino mawu oti kuyesa ubwino akugwiritsidwa ntchito pofuna kutanthauza kupima ndi cholinga chofuna kudziwa ngati bungwe kapena gulu latha kukwaniritsa masomphenya, cholinga komanso ntchito zake.

Kufufuza kwa mabungwe kotere pofuna kudziwa ngati mabungwewo akwaniritsa ntchito zawo, masomphenya kapena zolinga zawo ndiko kumene tikuti “kuyesa ubwino.” Tikuti kuyesa ubwino popeza mumafufuza ngati bungwe lakwaniritsa ntchito zake zotumikira anthu.

Chitsanzo:

Unduna wa za chitetezo cha m'dziko uli ndi ntchito yoteteza Amalawi. Kupyolera mu ntchito za Polisi, chitetezo cha m'dziko chiyenera kukhalapo kupyolera mu kupezeka kwa maofesi a polisi ndi ogwira ntchito za polisi m'madera onse m'Malawi.

Pofuna kuyesa ubwino mu unduna wa za chitetezo cha m'dziko, anthu ayenera kumvetsa ntchito imeneyi kenaka nkuona kupezeka kwa maofesi a polisi, ogwira ntchito za polisi, ntchito zenizeni za polisi, kuti anthu akutha kupeza chithandizo cha polisi ndi kuti apolisi akutha kuwafikira anthu mu nthawi yake.

Izi zitha kuchitika popereka mapepala a mafunso kapena kupyolera m'kukambirana m'magulu makamaka pakati pa anthu omwe ayenera kupindula ndi ntchitoyo.

Gawo A

Mafunso omwe angathe kugwiritsidwa ntchito pochita kafukufuku woyesa ubwino wa ntchito amasiyana koma nthawi zambiri amatsatira ndondomeko yotere:

Kodi ndi ntchito yanji yomwe ikufufuzidwa ubwino wake?
Ndani ali ndi udindo wogwira ntchitoyo?
Kodi ntchitoyo ikuyembekeza kukhala yothandiza motani?
Ntchitoyo ndi yofunika motani?
Kodi ntchitoyo imatha kufikira anthu motani? Kutalikira kwa malo a ntchitoyo kuchokera kumidzi.
Anthu angachite chiyani kuti athandizidwe ndi ntchitoyo?
Ndi mavuto anji omwe anthu akukumana nawo kuti athandizidwe ndi ntchitoyo?
Ndi zotsatira zANJI zomwe zimadza kamba ka mavuto omwe anthu amapeza pofuna thandizo la ntchitoyo?
Anthu omwe amatumikira anthu kudzera mu ntchitoyo amalephera bwanji kutumikira anthu moyenera?

6.1 Kufunika koyesa ubwino wa ntchito

6.1.1 Kulimbikitsa kuchita zinthu mosabisa ndi mokhulupirika

Kuchita zinthu mosabisa ndi mokhulupirika, kumayendera limodzi ndi ntchito zachitukuko. Onani zitsanzo zotsatirazi:

- **Panyumba:** mkazi kapena mwamuna amaulula ndalama zomwe amapeza, monga malipiro a pamwezi kapena zogulitsa mbeu. Kapena ngati banja likuchita bizinezi onse awiri amakhala akudziwa phindu lomwe likupezeka pa bizineziyo, kapena ngati mwana watumidwa kukagula zinthu ku golosale, timayembekeza kuti pobwera mwanayo afotokoza zinthu zomwe wagula, ndalama zomwe wapereka ndi ndalama zotsala ngati zilipo.
- **Pamudzi:** mfumu imaitanitsa msonkhano ndi cholinga chodziwitsa anthu kuti boma likufuna anthu oti liwathandize kuti ayambitse bizinesi zing'onozing'ono.

Kuchita zinthu mosabisa kutanthauza kumasuka kapena kuchita zinthu poyera kwa wotumikira, mtsogoleri kapena komiti. Uku kumakhala kudziwitsa anthu pa mfundo zomwe mwamanga kapena zomwe mwachita zomwe pa mapeto pake zimakhudza moyo wa anthu.

Kukhulupirika ndi udindo wofotokoza zomwe mukuchita, ntchito yomwe yachitika ndi momwe mwagwiritsira ntchito zipangizo za ntchito. Uwu ndi udindo wa anthu omwe apatsidwa mpamvu zoyendetsa ntchito kapena kutumikira anthu.

Kuchita zinthu mosabisa ndi kukhulupirika sikutanthauza kupezerana zifukwa koma ndi njira zomwe zimathandiza kuti anthu azidziwa zochitikazo. Choncho kuyesa ubwino kumathandiza kuti izi zichitike.

6.1.2 Ubwino woyesa ubwino wa ntchito:

- Kuyesa ubwino kumathandiza kuti anthu omwe akupindula ndi ntchito apereke maganizo awo pa ntchito. (Kufunika kwake ndi ubwino wake).
- Kuyesa ubwino kumapereka umboni woti ntchito yakwaniritsidwa kapena ayi.
- Kumapereka mwayi kwa anthu ogwira ntchito kuti aone ngati agwira ntchito moyenera.
- Kumapereka mwayi kwa anthu kuti athe kutenga gawo pa ntchito zachitukuko ndipo ulamuliro wa demokalase umalimbikitsidwa.
- Kuyesa ubwino kumalolanso nzika ngati eni ufulu wosiyanasiyana, kuti zithe kupempha kuti ntchito zina zowatumikira zichitike zomwe ndi zina mwa zinthu zotukula miyoyo yawo.

6.2 Momwe tingayesere ubwino wa ntchito kwa anthu

Pali njira ziwiri zomwe zingatsatidwe poyesa ubwino wa ntchito kwa anthu okhala m'mudzi. Njirazo ndi izi:

- a) Kuona ubwino wa ntchito kwa nthawi ndi nthawi.
- b) Kuona ubwino wa ntchito kochitika pa nthawi.

Kuona ubwino wa ntchito kwa nthawi ndi nthawi

Njira imeneyi imaona ntchito yoyesa ubwino ngati ntchito ya tsiku ndi tsiku. Choncho ntchito imachitika tsiku lirilonse kapena ngati chizolowezi kuti anthu a m'mudzimo athe kuona ngati ntchito ikugwiridwa bwino, kuona zovuta zomwe zilipo ndi kutha kuzikonza. Izi zimachitika motere :

- a. Pezani ntchito zotumikira anthu zomwe zikufunikira aliyense m'mudzimo, kapena m'deralo.
- b. Pezani kusintha koyenera komwe kungathe kuchitika pa ntchito. Funso nkumati “kodi nkusintha kwanji komwe tikufuna kuona pa ntchito imeneyi kuti ntchito ikhale bwino?”

- c. Ngati funso limeneli layankhidwa, konzani ntchitozo kuti zikhale motsatira kufunika kwake.
- d. Konzani ndondomeko yoti muthe kumatsata pokonzanso ntchito yoyang'aniridwa ndi anthu eni ake. (Onani ndondomeko yomwe ili m'munsimu).
- e. Gawanani maudindo pa ntchito.
- f. Pezani zinthu zofunika kwambiri zosonyeza kugwirika kwa ntchito kuti muthe kukambirana ngati zinthu zikuyenda bwino.

Ndondomeko yotsata pokonzanso ntchito

	Ogwira ntchito	Chomwe chikulakwika pa ntchito n'chiyani?	N'kusintha kwanji komwe tifuna kuona?	Chomwe chingachitike n'chiyani?	Ndani akufunika kukhudzidwa?
1					
2					
3					
4					

Njira imeneyi imayang'aniridwa, kuchitidwa ndi kulondolozedwa ndi anthu a m'mudzi eni ake. Ndondomeko yotsata pokonzanso ntchito imapereka mwayi kwa anthu kuti athe kudziwa ndi ntchito iti, kusintha kwanji, ndi ndani yemwe angagwire naye ntchito kuti akwanitse kukonza kagwiridwe ka ntchito. Mwezi uliwonse anthuwo amaunika kusintha komwe kwachitika mu ndondomekoyo.

Kuona ubwino wa ntchito kochitika pa nthawi

Njira zofanana zimatsatidwa pofuna kuyesa ubwino potsatira njira ya kuona ubwino wa ntchito kochitika pa nthawi. Koma njira imeneyi imayenda motere:

1	Gulu la anthu limakhala pamodzi nkugwirizana ntchito yomwe akufuna kuiunika mwamsanga.
2	Ntchito amaisankha ngati chinthu chofunika kwambiri m'mudzimo popeza ikukhudza anthu ambiri kapena ikufunidwa ndi anthu ambiri kotero kuti imagwiridwa mofulumira ndi mosasamala.
3	Anthu amasankha anthu enieni ogwira ntchito younikayo.
4	Anthu osankhidwawo amakhala pamodzi nkukambirana zofunika kuchita pa ntchito.

Njirayi imapatsa anthu mwayi womvetsa zinthu izi:

- Akugwira ntchitoyo ndani?
- Ndi magawo ofunikira kwambiri ati omwe ogwira ntchitoyo ayenera kuchita?
- Malamulo akuti chiyani pa ntchito yofunikirayo?
- Ndi magawo ati omwe anthu eni ake ayenera kugwira?
- Ndi anthu ofunikira kwambiri ati mwa ogwira ntchitowo omwe ayenera kufunsidwa mafunso pochita kauni ameneyu?

Mafunso okonzedwa kale kapena ongoyerekeza amaperekedwa kwa anthu odzapindula ndi ntchitoyo (ambiri mwa iwo) ndi ogwira ntchitoyo. Anthu osiyanasiyana amasankhidwa potsatira zaka zawo zakubadwa, amuna kapena akazi ndiponso magulu enieni odzapindulawo kuti ayankhe mafunso m’kafukufukuyo.

Mayankho amasanthulidwa pofuna kupeza mayankho a mu Gawo A. Zotsatira za zonse zimatulutsidwa potsatira mayankho omwe amaperekedwa pa zinthu zomwe zikufufuzidwazo.

Ntchito

- Otsogolera agawe anthu m’magulu awiri; gulu lirilonse likonze ndondomeko yotsata pokonzanso ntchito pogwiritsa ntchito zomwe akudziwa kuchokera ku makomiti awo a zachitukuko cha kumadera kapena kumidzi.
- Gulu lirilonse lisankhe wapampando ndi mlembi.
- Gulu lirilonse lifotokoze zomwe lachita.
- Anthu apeze ogwira ntchito zachitukuko ena kumadera awo kupatula mabungwe a boma (ganizirani zopanga njira zopezera magulu okhuzidwa ngati amenewa).

PHUNZIRO LACHISANU NDI CHIWIRI

KUCHITA KALONDOLONDO NDI KAUNI WA NTCHITO

Cholinga cha phunziro	Kumvetsa zofunika kuchita pa kalondolondo ndi kauni wa ntchito wochitidwa ndi anthu eni ake.
Zofunika kuphunzira	<i>Pamtsiriziro pa phunziroli anthu athe:</i> • kutanthauzira mawu oti kalondolondo ndi kauni • kutanthauzira kalondolondo ndi kauni wochitidwa ndi anthu • kutchula zofunika mu kauni wa ntchito • kufotokoza tsatanetsatane wa zofunika mu kalondolondo ndi kauni wa ntchito • kutanthauzira mawu oti chizindikiro ndi kufotokoza njira zosankhira zizindikiro • kufotokoza njira zokonzera zizindikiro ndi mitu yofunika kuganizira pokonza zizindikiro
Zofunika kukwaniritsa	• Kodi kalondolondo ndi kauni wochita anthu n'chiyani? • Nchifukwa chiyani kuchita kalondolondo ndi kauni wotereyu? • Ntchito za kalondolondo ndi kauni wochita anthu. • Zofunika kulingalira pochita kalondolondo ndi kauni wotere. • Zolinga za ntchito ngati zifukwa zochitikira kalondolondo ndi kauni. • Njira zopezera zizindikiro. • Kukonza zizindikiro.
Zipangizo	• Mapepala olembapo okoleka pakhoma • Zolemba • Tepi womatira • Zolembedwa kapena buku lophunzitsira
Njira zophunzitsira	• Ntchito • Kukambirana koyambilira • Mafunso ndi mayankho • Kukambirana m'magulu • Zojambula

Mawu oyamba

Kalondolondo ndi ntchito yomwe imachitika nthawi yomwe ntchito ya chitukuko ikuchitika. Izi zimakhudza kutolera ndi kusanthula nkhanu zokhudza ntchitoyo kapena zochitika pa ntchitoyo tsiku ndi tsiku ndi cholinga chofuna kudziwa m'mene ikuyendera ntchitoyo molingana ndi nthawi yoikidwa kuti ntchitoyo ichitike, ndi kukonza zolakwika zomwe zingakhalepo.

Ntchito

Funsani munthu m'modzi yemwe anamangapo nyumba kuti afotokoze m'mene amachitira poyang'anira mamangidwe a nyumbayo ndi cholinga choona kuti ikumangidwa bwino.

7.0 Nchifukwa chiyani anthu ayenera kutenga gawo pochita kalondolondo?

Kalondolondo wochita anthu eni ake ndi wofunika kwambiri pofuna kudziwa zomwe zakwaniritsidwa kapena ngati pali kupatuka pa zolinga zoyambilira za ntchito ndi kufuna kudziwa mavuto omwe ntchitoyo ikukumana nawo ndi cholinga chofuna kukonza mavutowo msanga.

Kalondolondo amathandiza kuona kuti:

- i. Zipangizo zilipo mu nthawi yake.
- ii. Ndondomeko za ntchito zikutsatidwa.
- iii. Kusintha kutha kuchitika ndi kukonza zinthu ngati nkofunika kutero.
- iv. Anthu omwe akufuna kudziwa akudziwitsidwa.
- v. Zovuta ndi zochedwetsa ntchito zikudziwika.
- vi. Kuti zipangizo zikugwiritsidwa bwino ntchito.

Zofunika kulondoloza

- Momwe ntchito ikuyendera.
- Kusintha komwe kulipo.
- Zida: zipangizo, ndalama, anthu ogwira ntchito.
- Nthawi yogwilira ntchito: kuona ngati nthawi yomwe inaikidwa kuti ntchitoyo igwiridwe ikutsatiridwa.

Kalondolondo amachitidwa ndi cholinga chofuna kudziwa ngati:

1. Ntchito zosiyanasiyana zikuchitika molingana ndi ndondomeko ya ntchito.
2. Zipangizo ndi zida zina zofunika zikumafika malo oyenerera mu nthawi yake.
3. Mavuto ena osayembekezeka akuchitika.
4. Zotsatira za ntchito zikulingana ndi chikonzero chomwe chinalipo poyamba, ngati ayi, nchifukwa chiyani? Ndi kuona zofuna kuchita pokonza vutolo.
5. Nkofunika kusintha zinthu zina ngati pagwa vuto lina lirilonse.
6. Pali njira zatsopano zofuna kutsata molingana ndi ndondomeko zatsopano zomwe zingakhalepo.
7. Nkofunika kudziwitsa anthu ofunika zinthu zomwe akuyenera kudziwa mu nthawi yake.

Dongosolo lochitira kalondolondo

Chitsanzo

Ntchito	Tsiku lothera	Njira za kalondolondo	Zotsatira	Zoletsa	Mayankho

Chitsanzo cha dongosolo la kalondolondo

Matanthauzo a mawu ofunika m'kalondolondo:

- (a) **Kalondolondo** ndi njira ya dongosolo yotolera mfundo zosonyeza ngati ntchito ikuchitika molingana ndi chikonzero chomwe chilipo ndi kulola kuti kusintha kuchitike mwadongosolo.
- (b) **Kauni** ndiko kufufuza komwe kumachitika nthawi ina yake ndi cholinga chofuna kudziwa m'mene iliri ntchito ndi momwe zolinga za ntchito zikutsatidwira, kapena
- (c) **Kusanthula** kwa zomwe zapezeka pochita kalondolondo ndi kugwiridwa kwa ntchito pofuna kuyesa ubwino wake. Izi zitha kuchitika mkatikati mwa ntchito kapena pa mtsiriziro pake.

Kalondolondo ndi kauni wotenga gawo ndi njira yofufuza ndi kuyesa ubwino wa ntchito yomwe imachitidwa ndi onse okhuzidwa ndi omwe ntchitoyo idzawapindulire.

Kalondolondo ndi kauniyu amakhala:

- **Wodalira anthu** – anthu okhudzidwa ndi opindula ndiwo eni ake ochita kalondolondoyu osati zolinga chabe za kalondolondoyu.
- **Wodzichitira ndi wotsogoza kuchita yemwe** cholinga chake ndi kudziwitsa :
 - a. popereka mwayi kwa onse okhudzidwa ndi opindula pa ntchitoyo kuti athe kuona umo ntchitoyo ikuyendera ndi mavuto ake
 - b. powonjezera nzeru zomwe zingathandize pogwiritsa ntchito zomwe zaphunziridwa ndi cholinga chofuna kukonza zolakwika
 - c. pogawira opindula ndi okhuzidwa luntha lothandiza kusintha zinthu pakati pawo
- **Wotsamira pa zolinga, wodalira pa zofuna ndi zovuta zomwe eni ntchitoyo ali nazo.** Umo akukhalira eni ntchitoyo ndimo angadziwire wofufuzayo cholinga chochitira kalondolondoyu ndi momwe angachitire pofuna kupeza zotsatira zoyenera.
- **Wotha kusinthika-** kutha kusintha ndi chinthu chofunika kwambiri pa kalondolondo. Payenera kukhala kusankha kukula kwa gawo lomwe anthu opindula ndi ntchitoyo angachite pochita kalondolondoyu.

Zinthu zofunika kwambiri pochita kauni

Pali magawo asanu ofunika a ntchito:

- **Kufunika kwake** - ganizo la ntchitoyo linali labwino? Kodi ikuthana ndi zofuna za anthuwo?
- **Kachitidwe kake** - kodi zipangizo zimagwiritsidwa ntchito moyenera kuti zikwaniritse zolinga za ntchitoyo?
- **Zotsatira zake** - kodi zolinga zake zakwaniritsidwa?
- **Phindu lake** - kodi ntchitoyo yakwaniritsidwa motani zolinga zake zamtsogolo. Kodi ndi zotsatira zANJI zosayembekezeka zomwe zaoneka pa ntchitoyo?
- **Kudalirika kwake** -kodi ntchitoyo idzakhala yodalirika mpaka mtsogolo ikamalizidwa?

Kauni wa ntchito amachitika pakatikati pa ntchitoyo kapena ntchitoyo itangotha kumene, kapena patatha zaka zingapo chimalizileni ntchitoyo. Ubwino waukulu wochita kauniyu mkatikati mwa ntchitoyo ndi wakuti mwayi wokonzanso zinthu umakhalapo ngati ntchitoyo siikuchitika molingana ndi ndondomeko yake. Koma chifukwa cha kuchepa kwa nthawi yogwilira ndi kutsiriza ntchitoyo, kusintha kwenikweni kutha kukhala kusanayambe kuoneka. Kauni wochitika kumtsiriziro kwa ntchito ndi wofunika ngati cholinga ndi chofuna kudziwa ngati zolinga za nthawi yochepa zakwaniritsidwa, potero nkuona ngati ntchitoyo ikwaniritse zolinga zake za nthawi yaitali.

Kauni wofuna kuona phindu la ntchito ndi wofunika kwa anthu omwe amaika ndalama zawo pa ntchitoyo ndi mabungwe omwe akhazikitsa ntchitoyo. Vuto ndi loti kumakhala kovuta kutsimikiza kuti zabwino zomwe zilipo zadza kamba ka ntchito ina yake, pokhapokha patakhalakuunika kwakukulu.

Choncho nkofunika kwambiri kuti kauni azichitika m'magawo onse atatu.

Nchifukwa chiyani nkoyenera kuchita kalondolondo ndi kauni wotenga gawo?

Momwe amachitikira kauni wa ntchito wa nthawi zonse ndi mokaikitsa kwa anthu omwe akhala akutenga gawo pa chitukuko cha kumidzi. Kauni wa ntchito wakhala akuchitidwa ndi anthu apadera ndi cholinga chofuna kupeza maganizo osakondera mbali imodzi, chikhalirecho zotsatira zotero zakhala zikungosungidwa osafikira kwa anthu eni kapena ogwira ntchito zotere kumidzi. Ichi n'chifukwa chake kumakhazikitsidwa njira zoti anthu azitenga gawo pounika zotsatira za ntchito za chitukuko.

7.1 Ntchito za kalondolondo ndi kauni wotenga gawo

Kalondolondo ndi kauni woti anthu azitengapo mbali ali ndi ntchito zazikulu zinayi:

1. Amathandiza kuti onse okhudzidwa ndi ntchitoyo athe kuganizira, kusanthula ndi kuchitapo kanthu. Kufufuza ndi kusanthula kumeneku kuchitike nthawi yonse yomwe ntchitoyo ikuchitika.
2. Podziwa zambiri za ntchitoyo mutha kupeza njira zokonzeranso ntchitoyo. Ngati anthu osiyanasiyana okhudzidwa ndi ntchitoyo akutenga gawo posanthula mavuto omwe akupezeka pa ntchitoyo, iwo atha kupeza mayankho a mavutowo.
3. Amapereka mwayi wodziwa zomwe zikuchitika zomwe zingathe kuthandiza ogwira ntchitoyo kuti akonze zolakwika pa kagwiridwe ka ntchitoyo. Kauni wochita ndi anthu sangoyang'ana zochitika pa ntchitoyo zokha ayi komanso amatsogolera pa zochitika mtsogolo.
4. Amathandiza kuonetsetsa kuti pali kuchita zinthu mokhulupirika pakati pa okhudzidwa ndi ntchitoyo, oyang'anira ntchitoyo ndi opereka thandizo pofotokoza m'mene zolinga za ntchitoyo ndi zipangizo zagwiritsidwira ntchito.

7.2 Zoyerekeza za kalondolondo ndi kauni wotenga gawo

- Kutipakhale zotsatira zaphindu kalondolondo ndi kauni wotenga gawo amafuna nthawi yokwanira ndi kuchita zinthu momasuka kuti muthe kuganizira zochitika mwadzidzidzi.
- Ntchito zomwe phindu lake kwa anthu ndilosadziwikiratu zitha kukhala zosavuta kuzichita potsata njira yoti anthu azitenga gawo.

7.3 Zolinga za ntchito ngati chifukwa chochitira kalondolondo ndi kauni

Cholinga cha chitukuko ndicho kutukula miyoyo ya anthu. Pa chifukwa chimenechi, ntchito iliyonse imakhala ndi zolinga zake. Monga takamba kale, cholinga chenicheni cha ntchito ya chitukuko sichingakwaniritsidwe nthawi yomweyo, komanso chitha kusakwaniritsidwa kumene. Pamene ntchitoyo ikuchitika, zinthu zina zitha kusintha zomwe zikanatha kuchititsa kuti cholinga cha ntchitoyo chikwaniritsidwe. Pa chifukwa chimenechi, zolinga za ntchito zitha kuonedwanso nthawi ina iliyonse. Mwachitsanzo, ngati anthu akufuna chipatala, cholinga chawo ndichofuna kukhala ndi moyo wabwino. Koma tsono, tiyenera kudziwa kuti moyo wabwino sungabwere nthawi yomweyo kamba koti mwamanga chipatala ayi. Ntchito yokwanitsa kukhala ndi moyo wabwino itha kutsata ndondomeko ngati iyi:

- | | |
|--|-----------|
| • Kuumba njerwa | Ntchito |
| • Kutsiriza kumanga chipatala | Ubwino |
| • Anthu ambiri kumatha kupeza thandizo | Zotsatira |
| • Umoyo wabwino kwa anthu | Phindu |

Zizindikiro

Tanthauzo

- Chizindikiro ndi chinthu chomwe chingagwiritsidwe ntchito pofuna kuona ngati zolinga zikukwaniritsidwa.
- Chizindikiro ndi chinthu chothandiza pofuna kudziwa ngati ntchito ikugwiridwa molingana ndi zolinga za ntchitoyo.

Zizindikiro ziyenera kukhala zoyenera ndi zatanthauzo kwa anthu omwe adzazigwiritse ntchito.

7.4 Njira zosankhira zizindikiro

Palibe njira imodzi yovomerezeka yosankhira zizindikiro zabwino. Anthu ena amakhulupilira kuti zizindikiro zabwino zikhale motere:

- **zachindunji** – zizindikiro zisonyeze zinthu zokhazo zomwe ntchitoyo ikufuna kusintha
- **zoyeseka ndi zomveka** – zikhale zopereka mayankho oona opanda ganizo la wofufuza
- **zotheka** – zikhale zoti ntchitoyo itha kukwaniritsa. Mayankho akhale osavuta kupeza
- **zoona** – zizindikiro zikhale zogwirizana ndi vuto lomwe ntchitoyo ikufuna kukonza
- **zokhala ndi nthawi** – zifotokoze nthawiyomwe kusintha kudzakhale kutachitika

Ena, maka omwe amakhudgidwa ndi zachitukuko amaona zizindikiro motere:

- **zolinga ndi maganizo anu** —mfundo zomwe anthu wamba akupereka zimakhala zomwe anthuwo akudziwa. Ngakhale zina mwa izo sizochokera mu kufufuza kwamakono, zimakhala zofunika chifukwa ndi maganizo ochokera pa zomwe anthuwo akudziwa
- **zotengera gawo** — eni ake okhudgidwa ndi opindula pa ntchitoyo amatenga gawo pofufuza, kuyambira potolera mfundo ndi kutanthauzira zomwe apeza
- **zotanthauzika ndi zoti mutha kufotokoza** — zizindikiro zokonzedwa ndi anthu zitha kukhala zofuna kufotokoza kwa anthu ena okhudgidwa chifukwa cha kusiyana kwa zomwe aliynense akudziwa
- **zoonedwanso ndi anthu ena** — njira zambiri zofufuzira ndi mafunso osiyanasiyana amagwiritsidwa ntchito; anthu ena amafunsidwa kuti aonenso zizindikirozo
- **zopereka mphamvu** — njira zokonzera zizindikiro zikhale zopereka chilimbikitso
- **zosiyanasiyana** — pezani zizindikiro zosiyanasiyana kuchokera ku magulu osiyanasiyana

Zizindikiro za mtundu umenewu zimakhala za tanthauzo kwambiri ngati mukugwiritsa ntchito anthu eni ake pounika m'mene akugwilira ntchitoyo ngati njira yolimbikitsa umwini pa ntchitoyo ndi zotsatira zake. Ku mbali ina, zizindikiro za mtundu oyambawo zitha kugwira bwino ntchito pa boma pomwe kafukufuku wotsatira mfundo zamakono ndi kufananiza amalimbikitsidwa.

7.5 Kukonza zizindikiro

Pezani chomwe mukufuna kukonza, monga kutenga mbali kwa amayi pa ntchito za malonda. Kenaka onani momwe **kuchuluka**, **ubwino** ndi **nthawi** zingayezedwere, mwachitsanzo:

- **kuchuluka** —chiwerengero cha amayi omwe amapanga malonda awoawo
- **ubwino** —kukula kwa bizinezi zomwe amayi amapanga
- **nthawi** —kutukuka kwa bizinezi zomwe amayi amapanga pa nthawi

Ngakhale zizindikiro zosonyeza kuchuluka ndi zofunika, ganiziraninso kukhala ndi zizindikiro zosonyeza ubwino. Izi zitha kukhala zotsatira za mafunso ndi zofufuza zofotokoza momwe zinthu zasinthira. Mayankho a zaubwino otere ndi ofunika popereka zifukwa, kuzama ndi kufotokozera mayankho okhudza manambala. Izi ndi zofunika mwapadera potolera mfundo za kalondolondo ndi kauni kuchokera kwa anthu a kumidzi.

Mitu yofunika kuganizira pokonza zizindikiro

Nthawi zambiri pogwiritsa ntchito zolinga zazikulu za chitukuko, mitu yomwe yatchulidwa m'munsimu itha kukhala yofunika. Mitu ing'onoing'ono yotsatira mu mndandanda wachiwiriwo ithanso kuthandiza posankha zizindikiro zoyenera.

Mitu yaikulu ndi yaing'ono yokonzera zizindikiro za zolinga zikuluzikulu za chitukuko

Mutu waukulu	Mutu waung'ono
Kutukula mabungwe ndi ulamuliro wabwino	• Kusintha pogwilira ntchito limodzi pomanga mfundo za ulamuliro. • Kusintha mphamvu za mabungwe. • Kusintha popanga ndi kudziwitsana zochitika. • Kusintha pozindikikiritsa ndi kukwaniritsa maufulu ndi maudindo (kuphatikizapo ufulu wa amayi ndi ana ndi anthu ovutika) • Mphamvu zochokera kwa anthu zothandiza popanga mfundo za kayendetsedwe ka zinthu. • Kusintha pa ubale wochita zinthu ndi magulu ena. • Kulimbikitsa zonse zili pamwambazi.
Kutumikira anthu	• Kusintha pa maphunziro (ubwino, kufalikira, kuphunzira, chiwerengero). • Kusintha pa zaumoyo (kumwalira kwa ana ndi amayi pobereka, umoyo, ubwino, kadyedwe). • Kusintha pa zamadzi, ukhondo ndi kudzisamalira (madzi okwanira, madzi abwino akumwa). • Kusintha pa mayendedwe (mtengatenga). • Kusintha pa kapezekedwe ka ntchito zosamalira anthu. • Kusintha pa kasamalidwe ka anthu ovutika. • Kusintha pa kapezedwe ka misika. • Kulimbikitsa zonse zili pamwambazi.
Kusintha m'kudziwa, kaganizidwe kapena kakhalidwe	• Kusintha m'kuzindikira. • Kusintha m'makhalidwe. • Kusintha m'maganizidwe otha kuvomera kusintha kwa zinthu. • Kusintha kwa miyambo ya anthu. • Kulimbikitsa zonse zili pamwambazi.
Kapezedwe ka chuma kodalirika	• Kusintha mu kapezedwe ka zinthu zofunika. • Kusintha pokwanitsa kugwiritsa ntchito zinthu zofunika. • Kusintha kwa momwe anthu amapezera chuma. • Kusintha kwa ntchito zopezera chuma. • Kusintha m'chuma. • Kusintha m'chitetezo. • Kulimbikitsa zonse zili pamwambazi.
Mgwirizano	• Kufunika kwa mgwirizano pokwaniritsa zolinga (pakati pa boma, makampani ndi ena) ku mbali ya: - malangizo - kuchita zinthu mu nthawi yake - kupezeka kwa zipangizo mu nthawi yake - maphunziro ndi lunso - kusamala zinthu ndi zina • Kutenga mbali kwa anthu pokonza ndondomeko ya ntchito • Kutenga mbali kwa anthu poyang'anira ntchitoyo • Kutenga mbali kwa anthu pochita kalondolondo ndi kauni

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ZOONJEZERAB: MNDANDANDA WA MABUKU OMWE AGWIRITSIDWA NTCHITO POLEMBA BUKULI

- 1 Malawi Electoral Support Network (MESN) Civic Engagement in Democratizing Local Governance Structures Trainers Hand book.
- 2 Community Empowerment and Development (MASAF) Trainers Notes and Guide for Field Facilitation
- 3 Training Manual for Women Aspiring for Leadership Positions in Local and National Assemblies in Malawi(PACENET)
- 4 Youth Leadership and Democracy; Training Manual for Youth Leadership
- 5 Gwira Mpini Kwacha 1: Civic Education to Building Local Democracy; Trainers Manual
- 6 Councilor Induction Programme: Handbook for Municipality Councilors
- 7 Guidebook on Decentralization and Local Government in Malawi: Ministry of Local Government and Rural Development (MLGRD) and Malawi – Germany Programme for Democracy and Decentralization (MGPPDD)
- 8 Training Manual for Women Aspiring for Leadership Positions in Local Assemblies in Malawi
- 9 Republic of Rwanda: Ministry of Local Government, community Development and Social Affairs: Civic Education Handbook: Guidelines for content of civic education activities
- 10 Village Action Planning Handbook: Ministry of Local Government and Rural Development
- 11 Development Planning System Handbook for District Assemblies: Republic of Malawi
- 12 Bringing Democracy Home: Civic Education on Decentralization and Local Government
- 13 Para Civic Educators (PCE’S) Manual; National Initiative for Civic Education (NICE)