

## CALL FOR CONSULTANCY

### Background

Action Africa Help International (AAH-I) is a nongovernmental Organization operating in South Sudan with a mission to support disadvantaged Communities to sustainably improve their standard of living through Community empowerment approach in partnership with stake holders. AAH-I implements Primary Health Care, Agriculture, Humanitarian aid projects and Capacity Building. The organization is calling for proposal from competent and reputable Consultants for provision of consultancy services as per the following Terms of Reference.

### TERMS OF REFERENCE

#### TRAINING OF TRAINERS FOR FIELD STAFF IN TRAINING PEACE BUILDING COMMITTEES AND DIALOGUE CONFLICT RESOLUTION COMMITTEES

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### I. BACKGROUND

Between June 2018 and May 2020, AAH –I will be implementing the regional Primary Health Project. The project provided support to Maridi county Hospital and 47 Bomas in Yei, Morobo, Mundri West, Maridi & Ibba counties.

In context of the conflicts which have plagued the project areas for the past 3 years, it is critical that peace building is integrated into the implementation process of the project to create conducive environment for community action for improved human development.

The overall goal to which the peace building process will contribute is “**improved quality of life**” for the community of Maridi, Ibba, Mundri, Morobo and Yei Counties. The overall purpose is “**enhanced local capacities for peace**”

AAH – I seeks to conduct a training of trainers of field supervisors in peace building and dialogue conflict resolution to empower them conduct training of **peace building committees and Dialogue conflict resolution committees** at Payam/ Boma levels, which provide peace education and dialogue conflict resolution services at community level respectively.

### II. OBJECTIVE

The main objective of the Training of Trainers is to build capacity (Knowledge and Skills) of field staff in peace and dialogue conflict resolution methods. However, because peace building should be based on the existing conflict profile, the consultant will work with the field team to develop the conflict profile based on which training guidelines for the training of trainers will be developed. To ensure uniformity of training activities in various Payams, the consultant will work with the field team to develop appropriate training guidelines.

The specific objectives will be:

- 1) Provide support for development of conflict profiles in the three states; Amadi, Maridi and Yei
- 2) Develop training manuals for ToT and for training of Payam committees in peace building and dialogue conflict resolution
- 3) Conduct training of trainers of AAH field staff in peace building and dialogue conflict resolution.

### III. METHODOLOGY

The training of trainers will be conducted in a residential workshop attended by 15 staff from the 3 states. The ToT should be conducted after the process of developing the conflict profile and

developing the training guidelines. The detail of the process for the various components is outlined below.

- 1) Conduct training of trainers, which will involve;
  - a) Develop conflict profile.
  - b) Develop training guidelines.
  - c) Conducting the ToT

#### IV. PERIOD OF THE TRAINING OF TRAINERS

The survey contract will be from 12<sup>th</sup>– 30<sup>th</sup> November 2018. Details timeframe for the various components are given below;

- 1) Conduct conflict profile – 12<sup>th</sup> – 16<sup>th</sup> November 2018
- 2) Develop training guidelines – 19<sup>th</sup> – 23<sup>rd</sup> November 2018.
- 3) Conduct the ToT – 26<sup>th</sup> – 30<sup>th</sup> November 2018.

#### V. STATEMENT OF WORK

The consultant shall carry out the following activities, but not limited to them:

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|--------|--|
| Task 1 | Provide guideline for conducting conflict profile and on internet work with field staff to; develop data collection tools. <i>(AAH team will conduct data analysis and write report, which will be shared with the consultant and final report produced)</i> |
| Task 2 | Provide draft ToT training guideline. <i>(AAH team will evaluate the training guidelines and strengthen the same in context of developing change agent training model)</i>   |
| Task 3 | Conduct residential workshop ToT   |

#### VI. OUTPUTS

The main expected outputs of the consultancy are the following;

- 1) Soft copy of guidelines for developing conflict profile.
- 2) Soft copy of draft training guidelines for
  - a) Peace building
  - b) Dialogue conflict resolution approaches
- 3) ToT report in four hard copies and internet soft copies.

#### VII. PROPOSED TIMING:

The ToT under the consultancy will 10 part time days and 5 days full time starting from 12<sup>th</sup> November through to 30<sup>th</sup> November 2018.

Description of tasks (activities)	Duration (in days)
Provide guideline for developing conflict profile.	5 (part time involvement)
Provide graft training guidelines.	5 (part time involvement)
Conduct Training of trainers.	5
Writing of training of trainers report.	1
<b>Subtotal</b>	<b>10 part time and 6 full time</b>

**Total Number of working consultant days – 10 part time and 6 full time days**

#### AAH-I RESPONSIBILITIES:

AAH-I will meet the travel costs and transport costs for field travel, as well as accommodation costs in the field. AAH-I shall also avail necessary project documents (Project proposal, project areas, etc.) and relevant stationery for the field study and stakeholders’ workshop.

## APPLICATION PROCEDURE

The interested candidates are requested to submit:

- a. Technical proposal showing how the consultant intends to carry out the consultancy.
- b. Financial proposal.
- c. Samples of previous work on projects evaluation.
- d. Curriculum Vitae of the consultant

All the above documents should be submitted to

**procurement.southsudan@actionafricahelp.org** with the title ***Consultancy: Training of trainers in Peace building and Dialogue conflict resolution*** on the subject line on or before **7<sup>th</sup> November 2018**.

## EVALUATION AND AWARD OF CONSULTANCY

Eligible proposals will be evaluated based on full and open competition, in strict adherence to the Scoring Criteria detailed below:

<b>Criteria</b>	<b>Score</b>
Interpretation of scope of work	20 points
Suitability of the proposed Methodology	30 points
Experience and expertise in similar assignments	30 points
Financial Proposal	20 points