

## THE LUTHERAN WORLD FEDERATION/WORLD SERVICE SOUTH SUDAN COUNTRY PROGRAM

**Terms of Reference to provide vocational skill training for youths in Juba on bar soap making.**

**Requesting Section:** Program

**Number of consultant:** 1

**Location:** Juba

**Date:** 5 Feb, 2021

**Project/Donor:** Bread for the World

**Project:** COVID-19 Response Operation in South Sudan

### **Background:**

Lutheran World Federation/World Service (LWF/WS) is an International NGO whose mission is "Inspired by God's love for humanity, World Service is dedicated to challenging and addressing the causes and effects of human suffering and poverty, linking local responses to national and international advocacy. LWF/WS seeks to ensure unimpeded and timely access to humanitarian response, working towards development and sustainable solutions. It uses its commitment and solidarity with affected communities to take part in ensuring durable solutions.

LWF/WS South Sudan started its operations in 1983, responding to the needs of vulnerable communities in hard-to-reach areas. In its disaster response, LWF has responded to the needs of the internally displaced persons, refugees, and vulnerable community groups such as girls and women, and protection of children in times of conflict and disaster.

Following the COVID-19 outbreak in South Sudan, LWF secured funds from Bread for The World to response to the consequences of the pandemic in the country. The COVID-19 Response Operation in South Sudan (CROSS) project has four components which include livelihood, community engagement, food security and WASH or public health.

The component of livelihood requires that youths who were affected by COVID situation are empowered through the delivery of a short and customized vocational skill training to enable them acquire the skills they can use when they are supported with start-up capital so that they generate some incomes.

It is from this background that LWF is looking for the qualified trainer to assist in realizing the objective of empowering youths through vocational skills' training.

### **Purpose of the Assignment:**

The overall purpose of the training is to equip youths with skills on how to make hard washing soap locally so that they can use the acquired skills to start up small businesses by making and selling locally made soaps to earn incomes for themselves.

The objectives include:





- Ensure all participants learned and practically understand how to make hard soaps.
- Learn the components which are used to making soaps
- Participants are empowered to start up small businesses to improve their income level
- Ensure that the trained youths shall act as role models to inspire the upcoming generations so that they become self-reliance.

### Scope of Work

The following are the scope of work for this consultancy position:

- Plan and deliver instruction and training both theory and practical to the trainees on how to make quality hard soap locally.
- Attend to duty regularly and to all lessons allocated on the timetable.
- Provide adequate learning exercises to the trainees.
- Carry out practical assessments as directed by the Project Officer to monitor the progress of the trainees. Submit regular reports on the progress and achievements of trainee.
- Produce end of course practical assessment, mark and grade the trainees and produce certificates for the trainees who successfully completed the 45 days course.
- Ensure maximum standards of health and safety are observed and maintained during classes at the training center/venue.
- Train the trainees on how to set up, manage and maintain a small scale businesses to promote self-reliance after the course completion.
- Working closely with the Project team to ensure that the achievements and lessons learned are properly documented.
- Take pictures of activities on a regular basis making sure LWF and donor visibility is followed.
- Perform additional tasks as required to achieve project objectives
- Participate in good practice dissemination events and embed good and innovative practice in classes to enhance the learning experience of the trainees and ensure that no participant is left behind in the understanding of the techniques and processes of molding the soap.

### Work Schedule:

The assignment will be for a duration of 45 days from the start date to the sharing of the report with LWF.

Timeline	Deliverables
Day 1	Briefing in the office after selection
Day 2	Introduction youth groups in Mauna, Munuki and Gudele
Day 3	Produce training schedules after having listened to the trainees
Day 4-42	Conducting training(80% practical and 20% theory) to participants
Day 43-44	Compiling of the comprehensive reports
Day 45	Presentation on the reports and bye-bye chatting with LWF team

### Type of supervision to be provided:

The LWF Programme Coordinator based in Juba is responsible for the delivery on this consultancy. Team Leader at the field level will provide guidance and direct supervision for this consultancy. The

Projection coordinator in other hand shall be responsible for day to day monitoring of the on-going training and get feedbacks from the participants on the progress.

### **Logistics**

The consultant must be someone from a registered firm operating in the country and will not be accommodated by LWF.

He/she will have transport the equipment to and from the training center his/her own means of transport.

### **LWF responsibilities**

LWF will be responsible for ensuring:

1. Review of the technical and financial proposal and provide feedback if necessary;
2. Discussions and agreement with the consultant on the work plan prior to commencement of the assignment;
3. Availability of technical support for the execution of the assignment —review of plans, reports and products
4. Mobilization of participants for training
5. Smooth collaboration with relevant stakeholders such as community leaders, local authorities and leaders of quarter councils of the target locations.
6. Fulfilment of contractual obligations;
7. Processing of scheduled payments of consultancy fees subject to South Sudan tax laws.

### **Qualifications or Specialized Knowledge/Experience Required:**

#### **Qualifications**

- A Master degree or general degree in Chemistry with specialization in detergent manufacturing or any related course.
- At least 3- 6 years experiences in training people with different educational background on soap making.
- The trainer/supplier must have all the equipment required to administer training and practical classes
- Demonstrated ability to work in a team with strong interpersonal skills
- Positive and optimistic attitude and approach to work
- Ability to meet deadlines and prioritize work under pressure and demonstrated resourcefulness
- Takes responsibility for own work and promotes high standards.
- Good organizational awareness and communication skills

Able to work in a challenging environment.

#### **Languages**

- Fluency in written and spoken English is required. Basic knowledge of Arabic will be an added advantage.

**Interested Candidates must submit the following to qualify**



1. Cover Letter explaining why you are the most qualified for this consultancy including dates of availability.
2. Most updated Resume/CV.
3. Detailed technical proposal explaining how the consultancy will be done with work plan corresponding to the maximum number of days provided for the consultancy.
4. Detailed financial proposal with all related costs including professional fees
5. Certificate of registration of firm/organization.
6. Scanned copy of highest degree and other relevant testimonials for the key consultancy team members.

Please send applications to: [consultancy.southsudan@lutheranworld.org](mailto:consultancy.southsudan@lutheranworld.org) with the words "Vocational skills training Consultancy\_ Soap Making" in the subject line no later than, 14<sup>th</sup> February 2021.

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**LWF aligns and embeds ethics for safeguarding the interests/rights of children and all other vulnerable groups in all its research and communication. The consultant will have to sign to LWF code of conduct and child protection policy and will be expected abide by the principles of non-discrimination, Child participation, informed consent, identification of risks, confidentiality and misuse of information.**

