



## TERMS OF REFERENCE

### FOR CONSULTANCY FOR TOT TRAINING ON BEDSHEETS AND BEADS MAKING, BAKERY AND PRODUCTION OF FUEL EFFICIENT STOVES FOR WOMEN AND GIRLS

#### KOCH COUNTY, UNITY STATE

##### **Background**

CARE is a leading international humanitarian organization established in 1945, fighting global poverty in more than 80 countries. In South Sudan CARE began its operation in 1993 focusing on emergency and disaster relief to the conflict affected populations. Currently, CARE South Sudan works in Unity, Jonglei, Upper Nile, Bhar el Ghazal and Equatoria Region, addressing both humanitarian and recovery/development needs. In development/recovery programming, CARE South Sudan center its work on four broad areas: governance and sustainable integrated livelihoods (Food security, health and Nutrition, protection of civilians and peace building) with specific focus on women, girls and youth.

##### **Introduction**

CARE is currently implementing an integrated peacebuilding program aiming at restoring peaceful co-existence for better livelihoods in Koch, with funding from United Nations Multi-Partner Trust Fund for Reconciliation, Stabilization and Resilience, and managed by UNDP. In this Programme, CARE is working to enhance participation of women & girls in conflict prevention and management, supporting access to legal aid and referral services and restoring diversified livelihood for households. CARE has established One Stop Center in Koch Town and four other Women and Girls Friendly Spaces (WGFS) in Jahjah, Jaak, Petpet and Mirmir. To contribute to the project goal, CARE South Sudan aims at training women and girls in the target locations on life skills in the areas of bed sheets and beads making, bakery, production of fuel efficient stoves and briquettes to enhance their economic livelihoods and reduce exposure to gender based violence.

##### **Call for Consultancy Services**

CARE South Sudan is inviting applications from qualified south Sudanese nationals to train women and girls on life skills in the areas of bed sheets and beads making, bakery, production of fuel efficient stoves and briquettes in five WGFS located Koch Town, Jahjah Boma, Rier Boma, Petpet Boma and Mirmir town of Koch County- Unity State.



### **Methodology**

The consultant will prepare training manual and conduct training for selected women and girls on bed sheets and beads making, bakery, production of fuel efficient stoves and briquettes. He/she will use diverse training methods which are suitable to women and girls, and may include; demonstration, lecture, group discussion, coaching/mentoring and stimulations. The training will be held in aforementioned Bomas.

### **Main Objective of the consultancy**

- To train women and girls on life skills in the areas of bed sheets and beads making, bakery, production of fuel efficient stoves and briquettes
- Empowering women and girls with the different sets of skills that will also enhance their ability to generate some income through income generating activities and reducing the risk associated with frequent movement to collect firewood which often exposes women and girls to GBV incidents such as killing and rape.

### **Specific Objectives of the Consultancy**

- 1) Build knowledge and skills of women and girls on how to make good bedsheets and beads, how to bake bread, chapatti and cookies and how to produce fuel efficient stoves and briquettes using locally available materials.
- 2) Provide training report to CARE

### **Scope of Work**

- 1) Develop training content: on how to make good bedsheets and beads, how to bake bread, chapatti and cookies and how to produce fuel efficient stoves and briquettes using locally available materials.
- 2) Develop and share a training plan and advise CARE on the training materials to be made available in the field.
- 3) Methodology: diverse training methods which are suitable to women and girls, and may include; demonstration, hands one, lecture, group discussion, coaching/mentoring and stimulations.
- 4) Conduct a Training of Trainers to 150 women and girls in five locations in Koch County (30 at One Stop Center in Koch town, 30 at Jahjah WGFS, 30 at Rier WGFS, 30 at Petpet WGFS and 30 at Mirmir WGFS.
- 5) Person should be available while at home when questions arise (validation process) regarding the training.
- 6) Meeting with CARE team daily in the morning and at the end during the working period to get feedback of the work during each day.



- 7) Prepare and submit to CARE a training report. The training report shall include feedback from participants and recommendations for future training.

**Results and Deliverables**

- Inception report and work plan shared with CARE for review and approval
- Training manual development shared.
- Share the list of training materials
- Training conducted to the 150 women and girls on life skills in the areas of bed sheets and beads making, bakery, production of fuel efficient stoves and briquettes.
- Training report in English submitted to CARE, to include:
  - a) Executive summary
  - b) Abbreviation and acknowledgment
  - c) Introduction
  - d) Methodology
  - e) Result
  - f) conclusion.
  - g) Recommendations
  - h) Appendices (such as key finding presentation PowerPoint document, photos, reference documents, relevant documents).

- **Reporting mechanism**

The consultant should submit report to CARE South Sudan with the following timeline:

Report type	Submission Time
Inception report	Within 4 days while in Q7.
Full report	1 <sup>st</sup> draft should be submitted at least one week after training completed. Full report will be reviewed by CARE South Sudan Area Manager and Acting GBV Coordinator and MEAL Coordinator.
Final Report	Approved final report should be submitted on 30 <sup>th</sup> June 2021 (see the timeline below)

**Time Frame**

The duration for the consultancy will be 41 days only. The start date will be the travel date from the Juba to Koch.

**Work Schedule for the Consultant (s)**

S/N	Deadline	Activities	# day
1	10 <sup>th</sup> – 16 <sup>th</sup> May 2021	Report for Q7 (if necessary & work remotely)	7



		Development of training content, list of training materials and work plan and share with CARE for review and approval (Including weekends)	
2	17 <sup>th</sup> May 2021	Fly to Koch and prepare for trainings	1
3	18 <sup>th</sup> May 2021	Prepare for trainings	2
2	19 <sup>th</sup> May – 18 <sup>th</sup> June 2021	Training of women and girls on life skills in the areas of bed sheets and beads making, bakery, production of fuel efficient stoves and briquettes in five locations within Koch County. (Including weekends)	23
3	21 <sup>st</sup> June 2021	Consultant travels from Koch to Juba	1
4	22 <sup>nd</sup> – 28 <sup>th</sup> June 2021	Report writing & submission of the final report (excluding weekends)	7
Total No. of Paid Days			41

#### **Responsibilities**

- 1) CARE will facilitate air travel for the consultant from Juba to Koch and back to Juba, as well to facilitate road transport from Koch field office to the WGSS within Koch county.
- 2) CARE will provide accommodation without meals for the consultant in Koch Field office.
- 3) CARE will select and mobilize the participants for the training, and avail training materials.
- 4) CARE will assign a staff to accompany the Consultant during the training in each location.
- 5) The consultant will conduct his/her work using his/her own computer equipment
- 6) Other cost related directly to the task, like photocopying of manuals shall be covered by CARE
- 7) CARE will review and approve the consultants' training report and certify job completion and pay the consultant.

#### **Consultant(s) Requirements**

##### Education:

- Academic degree/ diploma in Gender, Social Work, Development studies, and Education or other relevant fields.
- Good facilitation and presentation skills.
- A minimum of 5 years relevant training experience in South Sudan.
- Experience of working with Women and Girls and in GBV work.



- Report writing skills.
- Good communication and interpersonal skills.

#### **Work Experience:**

- Practical experience in delivering similar training, especially in South Sudan
- A minimum of three years' experience of working in NGO environment.
- Proven team leading and managerial experience
- Knowledge of working with conflict-affected populations

#### **Technical Competencies:**

- The consultant must have a strong background in training women and girls.
- Excellent reporting and presentation skills.
- Excellent knowledge and experience in humanitarian guidelines and principles.
- Fluency in English and local languages spoken in the working area is an advantage.
- Computer literacy
- Willingness to travel extensively and work under pressure & meeting deadlines
- Ability to work in a multicultural and inter-sectoral environment.
- Ability to work collaboratively as a team with other staff members and consortium partners.
- Ability to coordinate, direct and supervise others to achieve a common goal.
- Ability to live and work in an isolated area in conditions of limited comfort

#### **Ownership**

All the materials developed, prepared and delivered by the consultant for CARE SS shall belong exclusively to CARE South Sudan.

#### **How to apply**

Candidate should submit his/her/their proposal in PDF format to this following email: **Detail electronic CV, financial, work plan and technical proposal can be sent to the addresses below.**

Richard Matale; [Richard.Matale@care.org](mailto:Richard.Matale@care.org); copy Gloria Poni; [Gloria.Poni@care.org](mailto:Gloria.Poni@care.org); Regina Matengo [Regina.Matengo@care.org](mailto:Regina.Matengo@care.org); [Patrick.Andama@care.org](mailto:Patrick.Andama@care.org) and David Asu [David.Asu@care.org](mailto:David.Asu@care.org)

Deadline for expression of interest is 5<sup>th</sup> June 2021 before 4 PM.