

## TERMS OF REFERENCE

Norwegian Church Aid (NCA) is an International humanitarian and development organization determined to bringing inclusive and dignified care (Climate Resilient WASH, GBV and Climate Smart Economic Empowerment) to people in crises around the world, when and where their needs are, regardless of religion, ethnical backgrounds, or political views.

<b>Project/Mission:</b>	<b>Training on Business Skill (Basic Numeracy Literacy, Life skills and enterprise development for Women groups in South Kordofan).</b>
<b>Start Date:</b>	January 2023
<b>End Date:</b>	Final training report latest 31 <sup>st</sup> March 2023
<b>Specific considerations:</b>	The field visit should be discussed in close collaboration with the Project manager. Due to the volatile context, there will be the requirement for close coordination while planning for visits to Kauda/Area 1.  <b>These ToR are written in English, but the assignment requires fluency in Arabic (contact with stakeholders).</b>
<b>Requirements:</b>	Interested applicants should submit: <ol style="list-style-type: none"> <li>1) A proposal describing how to carry out this training (including budget in a separate file),</li> <li>2) A CV, and</li> <li>3) A written sample from previous work.</li> <li>4) Experience of working in Soudan or South Sudan</li> </ol>
<b>Deadline to apply:</b>	6 <sup>th</sup> January 2023
<b>Send application to:</b>	<a href="mailto:Samwel.ochieng@nca.no">Samwel.ochieng@nca.no</a> ; <a href="mailto:Adonis.Fana@nca.no">Adonis.Fana@nca.no</a> ; <a href="mailto:Procurement.ncass@nca.no">Procurement.ncass@nca.no</a> ;

### 1. BACKGROUND<sup>1</sup>

In the period leading to 2011, NCA had physical presence in Nuba Mountains with cross-cutting programs in Education, Health, WASH and Resilient Agriculture, Food Security and Livelihoods. During the war (2013 to 2016), NCA continued her good work in Nuba mountain through local partners, resourcing project in Education and Health. Subsequent programs on Climate resilient WASH (CRWASH) and GBV followed, based on the same modality of working through local civil society organizations (CSOs) in 2019 and 2020.

Looking forward, NCA is committed towards building on the GBV program foundations that were established in 2019-2020, as is currently (2022) implementing a protection project, “increased access to protection service in South Kordofan”.

#### 1.1. Description of the Project.

The 2022 project in Nuba mountains has activities in Heiban County, Thobo County and Tolodi county<sup>2</sup>. The overall focus of the project is to contribute towards the creation of safe, healthy and peaceful community in Nuba mountains. The intervention delivery mechanisms will see the project work towards, (i) improving the quality of protection/GBV service provision in South Kordofan, (ii) empowering women and adolescent girls, and (iii) build the capacity of protection actors and guaranteeing the realization of the objection of safe, healthy and

<sup>1</sup> The project background is originated form excerpt of operational documents of NCA programs in Nuba Mountains, and Sudan; including the project document for the current protection intervention in South Kordofan.

<sup>2</sup> The scope of the project has been restricted to the operational area marked Area 1, without extending in Area 2 ( Blue Nile) which is also not a government-controlled area in the greater Sudan.

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peaceful communities in South Kordofan<sup>3</sup>. Particular to this assignment, is the empowerment component to the project, with the below granular outlook, in terms of outputs:

- ✚ Output 2.1: Women and girls' safe spaces (WGSS) are established,
- ✚ **Output 3.1: Adolescent girls and women's self-esteem has been strengthened to improve their business and leadership skills<sup>4</sup>,**
- ✚ Output 3.2: Targeted women and girls have participated in economic empowerment activities.

**2. PURPOSE AND INTENDED USE OF THE TRAINING.**

Nuba women face numerous barriers which prevent them from participating in mainstream market systems. The uncertainty of the current scenario of “No peace, no war”, cross line market restrictions, a general lack of market information, lack of formal mechanism for collective purchase and marketing as well as poor business skills are the characterization of the business environment. To address these barriers under the current project, strengthening the capacity of the selected participants is intended. NCA is looking consultancy services to design business skills trainings on a modular approach with the following specific objectives:

- To build the capacity of selected participants on **basic numeracy, literacy** and life skills to enable them optimize their market engagement,
- To improve and build capacity of selected participants for managing their business on different aspects of micro-enterprise management – general management, marketing, operations, risks, and finance.
- To facilitate selected participants in building backward and forward linkages including linkages with micro finance modules like VSLAs.

**3. SCOPE OF THE TRAINING.**

The project is setting up 3 women and girl safe spaces (WGSS) in Nuba mountains. One will be in Heiban county, one in Thobo county and another in Tolodi. After completion of the construction and or rehabilitation works, the project will provide start-up kits, comprising of items that can support income generation for the women groups that will be domiciled in the WGSS. **The consultant/consultancy is expected to sample women from every WGSS and target them with the proposed business skills training.**

**Duration for each training: (30 LoE days)<sup>5</sup>**

**Geographical scope:** Heiban (Kauda), Thobo county and Tolodi County.

**4. APPROACH AND METHODOLOGY**

The Consultancy firm/Individual is expected to propose the approach and methodology for the assignment based on the general guidelines provided below;

**5. DELIVERABLES / OUTPUT OF THE CONSULTANCY / ASSIGNMENT.**

The consultant(s) will perform the following key deliverables:

Sr. #	Particulars	Unit
1	Development of Overall Plan/ Guidelines of the assignment.	Plan /Guidelines
2	Development of Training Manuals	Manual

<sup>3</sup> According to the project document, 2022.

<sup>4</sup> NCA intend to onboard a consultant to conduct this training, and anchor optimization of the business activities that will be associated to output 3.2

<sup>5</sup> The consultant is expected to conduct the training at a central place, covering Basic Numeracy Literacy, Life skills, enterprise development and some level of exposure visits ( which will be agreed on by the participants) for the development of linkages, etc.

3	Basic literacy, numeracy and life skill.	Trainings / Group
4	Project (enterprise) development/business development plans.	Training/Group
5	Marketing.	Training/Group
6	Finance ( P&L and general accounting)	Training/Group
7	Submission of Assignment Report.	Report

## 6. APPROACH (IMPLEMENTATION).

The consultant(s) will produce following key outputs; these outputs can be further adjusted after selection of consultant:

- ✚ Design trainings on modular approach (compressed into shorter durations of training) and dynamic teaching methods to develop group members' interest in education and develop the business skills.
- ✚ To analyze training needs, education and understanding level of participants and design training content and methodology accordingly.
- ✚ Provide trainings in the field and maintain all the record (pre and posttest, beneficiary list etc.).
- ✚ Submit the Training Report.

## 7. LINES OF COMMUNICATION.

The consultant will coordinate with the project Manager.

## 8. SKILLS, EXPERIENCE AND QUALIFICATIONS.

- ✚ Post graduate level qualification in related subjects (Business administration, Marketing, economics or related),
- ✚ At least 5 years' experience in developing and facilitating training on business skills (basic numeracy/literacy, life skills and enterprise development trainings).
- ✚ Demonstrable experience in facilitating training on business skills.
- ✚ Excellent communication (report writing) and facilitation skills.
- ✚ Inclusion of women in Implementing Training Team. Preferably, who can speak local language (Arabic).

## 9. STRUCTURE OF TECHNICAL PROPOSAL, AND SUBMISSION GUIDELINES.

Interested Consultancy firm/Individual with relevant experience may submit technical and financial proposals according to following details **(Max 10 pages excluding the CV and other annexes)**.

- ✚ Detail training agenda/contents,
- ✚ Methodology for training delivery,
- ✚ Consultancy firm/ Consultant profile clearly stating the company's / individual capabilities of undertaking the presented task,
- ✚ Previous and existing list with details of various assignments completed,
- ✚ Evidence of previous work done in the similar assignments,
- ✚ Detailed work plan of assignment,
- ✚ CVs/profiles of the team, who will work on the assignment.

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#### **10. MONITORING AND EVALUATION:**

The activity may be monitored by NCA.

#### **11. SUPPORT FROM NCA.**

NCA will provide the following support for the assignment:

- ✚ Provide all the relevant project documents/ material which will be support for the assignment.
- ✚ Provide timely feedback on Overall Implementation plan and training manuals.
- ✚ Provide Beneficiaries / Trainees for each task.
- ✚ Provide venue for training sessions/ at village level with all the required sitting arrangements.
- ✚ Provide contact details of community members / lead persons at village level.
- ✚ Provide stationary for trainings and trainees, photocopies of training material/ Handout for trainees as required by the consultant / firm/ institute/ organization.
- ✚ Provide vehicles/transport for exposure visits.