

Terms of Reference (TOR) for Training of Sixty (60) Women and Girls on the Production of Reusable Sanitary Pads in Magwi County, Eastern Equatoria State, Republic of South Sudan.

Project Title: Integration, Stabilization, and Capacity Building of Internally Displaced Persons, Returnees, and Host Communities to Improve their Living Conditions & Peaceful Co-existence.

Activity: Making Re-usable Sanitary Pads: Empowering Women and Girls in South Sudan

Client: Catholic Organization for Relief and Development Aid (CORDAID)

Background:

Cordaid South Sudan is registered as an International non-governmental organization (NGO) in South Sudan under the Ministry of Justice and the Relief and Rehabilitation Commission with a Registration number 097. Cordaid South Sudan has 20 years of experience in South Sudan, providing humanitarian assistance and development programs aimed at building community resilience and it has been operational in Magwi County and Eastern Equatoria State for the last 7 years providing healthcare services, improving the livelihood of the communities and people's access to safe drinking water.

This project aims to empower vulnerable women and girls in Magwi County of Eastern Equatoria State in South Sudan by providing them with the knowledge, skills, and resources to produce and use reusable sanitary pads. This will improve menstrual hygiene management (MHM) practices, promote dignity and well-being, and potentially reduce school absenteeism for girls during menstruation.

Consultant Responsibilities:

- Conduct a training needs assessment to identify the specific needs, challenges, and cultural sensitivities related to menstrual hygiene management (MHM) among vulnerable women and girls in the target location.
- Develop a comprehensive training curriculum on making reusable sanitary pads, which is:
 - Culturally appropriate and gender sensitive.
 - Delivered in a clear and understandable manner.
 - Adapted to the local context and available resources.
 - Easy to follow and practical for participants with limited sewing skills.
- Facilitate interactive training workshops on making re-usable sanitary pads, covering topics such as:
 - The importance of MHM and menstrual health literacy.
 - Benefits of using reusable sanitary pads.
 - Materials selection (fabric, absorbent materials) based on local availability and affordability.
 - Step-by-step instructions on pad construction with clear visuals.
 - Proper hygiene practices for pad maintenance and storage.
 - Basic care and troubleshooting for reusable pads.
 - (Optional) Basic business skills for income generation (if applicable).
- Provide ongoing support and mentorship to the participants after the training to address challenges and answer questions.
- Develop a monitoring and evaluation plan to assess the effectiveness of the training program in terms of knowledge gain, pad production, and improved MHM practices.

- Submit a final report outlining the training methodology, key findings, recommendations for sustainability, and monitoring and evaluation results.

Deliverables:

- Training needs assessment report
- Detailed training curriculum on making re-usable sanitary pads
- Training materials (handouts, presentations, visual aids)
- Monitoring and evaluation plan
- Final report

Consultant Qualifications:

- Proven experience in conducting training needs assessments and developing training curricula on MHM or related topics.
- Expertise in making re-usable sanitary pads or a strong understanding of MHM best practices.
- Experience working with vulnerable women and girls in similar contexts, with a sensitivity to cultural norms.
- Strong communication, facilitation, and adult learning skills.
- Fluency in the local language (if applicable) is a plus.

Timeline:

- The consultancy is expected to be completed within 3 or 4 weeks/ or a month.
- A detailed timeline with specific deliverables and deadlines will be finalized upon contract agreement.

Payment Terms:

- The consultant's fees will be a lump sum and shall be paid in installments.
- Payment will be made upon successful completion of deliverables as outlined in the contract.

Selection Process:

- A shortlist of qualified consultants will be developed based on proposals received.
- Shortlisted consultants may be invited for an interview.
- The final selection of the consultant will be made based on qualifications, experience, and proposal content.

Client Responsibilities:

- Provide all relevant information and materials to the consultant.
- Facilitate communication between the consultant and the target group of women and girls.
- Assist with logistical arrangements for the training workshops (e.g., venue, materials).
- Collaborate with the consultant on the monitoring and evaluation plan.

Proposals shall be submitted through: tendercordaidsouthsudan@cordaid.org

The **closing date** for submission of the EOI and financial proposal is Friday, 28th June 2024, at 4:00pm (South Sudan Local Time).

Note: These Terms of Reference are subject to negotiation and revision before a final contract is signed.