



# Terms of Reference for Technical Assistance (TA) Facilitator Sign Language Training



**Bor South County  
Jonglei State - South Sudan**





## Introduction

In January 2021, ZOA Dorcas South Sudan received funding from the Channah Foundation to support the ongoing We Are Able! project in Bor South. The project is implemented by ZOA Dorcas South Sudan as a lead, and consortium partners Light for the World, VNGI, THA and ADF and being implemented by some local partners, Community Empowerment Progress Organization (CEPO) and Jonglei Disability Organization (JDO), and enhanced by the Ministry of Foreign Affairs.

The overall objective of the project is that by 2025, through engagement with public authorities (formal and informal powerholders), men, women and youth with disabilities and other excluded groups, through resilient and capable local CSOs/DPOs in South Sudan, are successfully influencing laws, policies, practices and norms for improved food security for all

The project goal is to reinforce existing lobby and advocacy interventions done through the We Are Able! project through direct support of people with disabilities with assistive devices and organizational capacity-development of local partners. Further, it enables ZOA Dorcas to carry out its role as coordinator. Since the project started (January 2022), ZOA Dorcas realized substantial progress into realizing the objectives of this project.

### Purpose of the Training:

Across the world, people with disabilities face widespread barriers to accessing services such as health, education, employment and transport. These barriers include inadequate policies and standards, lack of accessibility, **negative attitudes**, **inadequate information**, **communication** and lack of Health worker capacity to deal with the different levels of disability.

As a result, people with disabilities have worse health and socioeconomic outcomes than people without disabilities, including poorer health, lower education achievements, less economic and social participation and higher rates of poverty. In some contexts, women with disabilities, children, older people and people with mental health conditions and intellectual impairments experience more discrimination and exclusion than other people with other disabilities do





In emergencies, people with disabilities may be less able to escape from hazards, people with visual, hearing and intellectual impairments and severe mental health conditions and those who are socially excluded or living in institutions may be unprepared for events that lead to emergencies, and may not know or understand what is happening. Inappropriate modes of communication for those who may have difficulties in hearing remain a big concern that needs more intervention as it led to serious leaving of people with hearing behind.

It is through Sign Language training that situation of persons with hearing impairment can be changed and their full and equal participant will be enhanced through proper communication.

The idea right-based approach will be promoted as the evidence of good communication practices after training and will help to remove the communication barrier which has been hindering the societies of Bor South County where the We Are Able Project is been implemented in the Payams of Anyidi, Makuach and Kolyang Payams.

It is against this understanding that **ZOA-Dorcus with the funding from the Stitching Channah** decided to focus on building the capacities of the selected Disability Inclusion Facilitators (DIF) by Light for the World under Pathway two in the Consortium of We Are Able Project to be trained in sign language so that they can communicate with their fellow persons with Disabilities (PWDs). The trained DIFs now will fully support the Consortium Partners in translating languages during training workshops, Public gathering and in the community affairs.

The training is expected to cover several topics that are necessary for basic communication which will include:

- Introduction to Sign Language.
- Comprehensive sign language training based on the south Sudanese sign language dictionary. We don't need to mention in detail as we have the dictionary already. The training is two weeks and we have TOTs to train.
- Sign Language Alphabets.
- Sign Language Numbers.
- Places, to mentioned.

The training will be delivered through interactive method, individual practices, group work and some practical demonstration and Exercises.





## Overall objective:

To build the capacity of the selected Disability Inclusion Facilitators under Light for the World in Pathway Two in the We Are Able Project in Bor South County to be able to communicate effectively to persons with hearing impairment through a sign language.

## Needs of the Training:

The preparation of the training will be responsibility of the ZOA-Dorcas which includes the following:

- Identification of participants
- Training services: meals and refreshment
- Accommodation for the Consultant
- Road /Air transfer and transportation for the consultant / trainer(s) required
- Payment for Consultant/s Fees
- Security clearance for training from RRC and national security service
- Fee for sign language interpreter for the trainers.

## Outputs:

A short- term training that comprises of at least the following:

- Training duration of two weeks (10 Working days) which includes the overview of sign Language, History and techniques of interaction with persons with hearing impairment
- Training duration of three days will also be added for people with disabilities on leadership, conflict resolution and communication skills

## Specific Tasks for ZOA Dorcas

1. Provision of Training materials for the participants
2. Light for the world will provide the dictionary.
3. Training of Disability Inclusion Facilitators (DIF) in Bor
4. Pre and Post Test for the participants to prove their improvement
5. Writing training Report.

## Key deliverables

1. Training of Disability Inclusion Facilitators (DIF)
2. Training report





### Specific training material

1. Flipcharts
2. Note books and pens for participants
3. Projector for easy presentation of the narrative
4. marker pens
5. Attendance sheet bearing the Logo of ZOA Dorcas

### Activities to be performed

- Design Training notes and tools in collaboration with the We Are Able South Sudan team
- Conduct Training on Sign Language for the selected DIFs
- Provide training report to the We Are Able team / ZOA Dorcas
- Draw recommendations from the training report

### Minimum Qualifications:

#### Education

- Advanced university degree (Master's degree) in Comprehensive sign language training based on the south Sudanese sign language dictionary, Sign Language Alphabets and Sign Language Numbers

#### Professional experience

- Extensive experience in Sign Language Training
- At least 5 years' work experience dealing with issues related with Persons with Visual and Hearing impairments
- Excellent knowledge of Disability Inclusion
- Good knowledge of the political environment and legal statutes as they pertain to human rights;
- Knowledge of the inclusion of marginalized groups in development programmes and governance in fragile settings;
- Experience with organizing and facilitating interactive training and workshops;
- Knowledge of the socio-cultural context in South Sudan and specifically Bor South County of Jonglei State
- Experience of working with Persons with Disabilities is an advantage

#### Skills

- Fluent in English both speaking and writing, and fluency in local languages (including Arabic and Dinka is an advantage
- Gender sensitive
- Excellent reporting and presentation skills
- Strong analytical skills





- Excellent facilitating and presenting skills

**Approximate number of working days and planning is 10 days and 2 travel days distributed as suggested.**

Led by the consortium coordinator, ZOA Dorcas will constitute a training reference committee which will be responsible to review and overseeing the quality of the Training

S/N	Key assignment	Proposed number of days
1	Reporting to the Training Venue in Bor and briefing	1 day
2	10 days' Training	10 days
3	Travel back	1 day
4	Writing training report	4 days
	<b>Total</b>	16

### Division of Roles and Responsibilities:

#### Roles and Responsibilities of ZOA Dorcas/Consortium Partners

- Provide relevant (background) documents and data for the Training
- Inform the Consultant about the program area, project and security situation
- Provide guidance and technical support as required throughout the Training
- Facilitate all arrangements required for the assignment including providing logistical support
- Effect Payments of the services as per the contract agreement
- Review and approve inception reports, proposed Training methods and tools, report other relevant documents/Requirements
- Review the draft report and provide timely feedback to the consultant
- Facilitate and logistical arrangements for the Consultants
- Approve all final deliverables as per the contract agreement

#### Roles and Responsibilities of the Consultant/Consulting Firm

- Submit the technical and financial proposal with clear proposed study methodologies
- Review documents and submit an inception report with detailed Training methodology





- Develop the field work schedule
- In consultation with ZOA Dorcas, the Consultant will train and manage the selected DIFs
- Administer and supervise the training
- Provide regular progress to ZOA Dorcas South Sudan Consortium Coordinator
- Seek comments and feedback from program technical team regularly to incorporate in the final report
- Provide all deliverables and final report to ZOA Dorcas South Sudan as per the agreed timeframe

### **Management of the Consultant:**

The hired consultant will work directly with ZOA Dorcas South Sudan with the direct supervision of the Consortium Coordinator, Supported by the Program/Area Manager and any applicable Consortium Partner organization. The Consultant team will assign its team leader who will be responsible for the communication and coordination until the Training is completed and reported.

### **Payments**

Payment will be effected after the training report submission and acceptance by ZOA Dorcas

### **Period of the Assignment:**

16 working days.

### **Place of the Assignment**

Bor South County - Jonglei State, South Sudan

### **Time frame**

- Sign Contract: -February South Sudan
- Briefing meeting with ZOA Dorcas Team and the Consortium Coordinator - March 2023
- Preparation of the Training - March 2023
- Conducting Training - March 2023
- Delivery of the training report - March 2023

### **Financial Proposals:**

- All Financial Proposals submitted must comply with the requirements in the Request of Proposal and shall list all costs associated with the assignment.





- Total budget in USD, including a breakdown of the proposed activities
- Breakdown of fees (based on # days), and other associated costs.
- The Financial proposal should clearly indicate, as separate amount, the local taxes applicable. This Include 20% withholding tax.

### Applications

- Interested applicants should be a South Sudanese-based Trainer with relevant experience in conducting training, and writing a good training report.
- Applicant must be available for the period of the assignment
- Applicant should have their own laptop/phone/internet access for the assignment.
- Interested applicant should submit:
  1. CV (no more than 2 pages) showing relevant experience
  2. Cover letter explaining suitability for the role
  3. Outline a proposal not exceeding 5 pages, inclusive of a work plan, based on the above schedule, including any additional suggestions or considerations to support the training
  4. Proposed budget for the assignment, based on a day rate calculation (only working days are to be considered)

Please send your proposal to: [procurement.southsudan@zoadorcas.ngo](mailto:procurement.southsudan@zoadorcas.ngo) not later than 06<sup>th</sup> March 2023 or Hand deliver in sealed envelop to ZOA Dorcas office in Juba in Nyakuron west, Juba - South Sudan or Bor Field office located at Lambar C Area, Bor town,

Please Mention **"Application for Training consultant for We Are Able !"** in the email subject.

