

## ANNEX 1

### LOT 2

#### Baking and Pastry Instructor Terms of Reference

General Information	
Title:	Baking and Pastry Instructor x 2
Reporting to:	GBV Coordinator
Location:	Juba and Wau
Timeframe:	6 months

Introduction
<p>Norwegian Church Aid (NCA) is an ecumenical diaconal organisation for global justice. We work to help the poorest and those in need, regardless of their creed, race, and political or religious affiliation. NCA started operations in South Sudan in 1972. We provide emergency assistance, work for long-term development in local communities and address the root causes of poverty, we advocate for just decisions by public authorities, business and religious leaders.</p> <p>NCA South Sudan has qualified, dedicated national and international staff with varied expertise and experience marching with NCA programmes in South Sudan; Peacebuilding, Gender-Based Violence/ Sexual Reproductive Health Rights and Education.</p>

Description of Position
NCA is looking for a female Baking and Pastry Instructor. The Instructor will provide hands-on instruction in addition to teaching the theories used in the baking industry. NCA seeks to here an Instructor who will be tasked with planning and deliver of baking and pastry sessions to women and survivors of Gender Based Violence (GBV) within the Women Safe Spaces.

Responsibilities
<ul style="list-style-type: none"><li>• Develop creative instructional methods to engage clients in learning process.</li><li>• Develop instruction materials and handouts for clients.</li><li>• Develop daily lesson plans and instructional plans to meet competencies.</li><li>• Teach pastry classes according to agreed curriculum with NCA</li><li>• Provide personal and professional guidance to clients when needed.</li><li>• Prepare course assignments, tests, and projects to improve client's performance.</li><li>• Maintain clients' attendance and grade records and report to the Women Safe Space Manager.</li><li>• Evaluate each client's academic performance and provide feedback appropriately.</li></ul>

Qualifications
<ul style="list-style-type: none"><li>• High School Certificate or Diploma in Baking/ Food Production/Culinary Arts or related field</li><li>• At least three years experience in a bakery</li><li>• Strong organizational and planning skills</li><li>• Excellent communication and presentation skills</li><li>• Fluency in Arabic and English</li></ul>

- Only female candidate can apply. This services is for NCA's women safe spaces, and women and girls who have experience Gender Based Violence and therefore the position is restricted to women applicants