



## **TERMS OF REFERENCE**

### **Terms Of Reference For Training Entrepreneurship Trainers And Establishing Employment Advisory Services Center In Galmudug**

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#### **1.0 BACK GROUND INFORMATION**

Comitato Internazionale per lo Sviluppo dei Popoli (CISP) in partnership with ADRA, Save the Children International (SCI), and CfBT Education Trust is implementing ELMIDOON “Seeking Knowledge” project in Mogadishu and Galmudug regions of Somalia. The EU funded project intends to contribute to a sustainable, cohesive education system offering relevant services to the majority of the relevant age groups in Somalia. The project is being implemented in partnership with Ministry of Education and Ministry of Labor and Youth.

The ELMIDOON programme aims at consolidating and improving the existing education opportunities and providing additional quality primary, secondary, vocational and higher education opportunities over a period of 36 months in Mogadishu and Galmudug. The action provides expanded and improved opportunities for children, youths and adults to acquire relevant formal and non-formal education and training delivered in a way that meets learners’ needs, allows progression, and positive outcomes of education services, measured by learners’ performance against international standards expected of that level of learners.

The project intends to reach 400 disadvantaged youth (40% females) through provision of employable skills training, linked with entrepreneurship training. The skills training are being conducted as enterprise based trainings in partnership with existing enterprises in Galkayo South. To enhance the graduates’ entry into self-employment, entrepreneurship skills will be provided. The entrepreneurship training encompasses topics like generation of business ideas, marketing, small business management, financial literacy, resource mobilization and business planning among others. The training will also include soft skills such as communication, team work, problem solving, and conflict resolution. To improve on the employability of TVET graduates, the project foresees the establishment of Employment Advisory Services (EAS) center to be set up. The EAS center will train the graduates on “soft skills” which will emphasis on personal qualities, work habits and attitudes which make someone a good employee. The Center will also provide career guidance and counseling and give advice to youth and adult planning to venture in self-employment.

***It is within this project a master trainer will be engaged with the rationale to:***

- (a) Develop/Provide training curriculum and manual adapted to Somali context
- (b) Conduct training needs assessment for all participants as a pre-test
- (c) Carry out a TOT on entrepreneurship and soft skills targeting at least 12 participant (*10 TVET trainers and 2 MOE and MOL staff*)
- (d) Conduct post – test to evaluate training outcomes
- (e) Facilitate establishment of 1 Employment Advisory Services Center in collaboration with MOE and MOL Galmudug, develop tools, reference materials and induct staff on how to manage the center and use the tools developed/adapted.
- (f) Provide Report of conducted activities and provide recommendations, as needed.

#### **2.0 DELIVERABLES**

The consultants should deliver the following outputs and services;

**A report on entrepreneurship training where the following information is included:**

- What the instructors know about entrepreneurship and entrepreneurship training and soft skills
- Educational and professional background of instructors being trained
- Availability of curriculum/syllabi, textbooks and reference materials for use in entrepreneurship training

- How the entrepreneurship training was conducted and challenges encountered
- Foreseen challenges to be faced by entrepreneurship trainer while training entrepreneurship
- Tools for pre and post test

**A report on establishment of Employment Advisory Services Center where the following information is included:**

- Details on the space / room set aside as the EAS Center and the facilities in it.
- How the EAS Center will be managed and services to be offered there.
- Tools to be utilized for adequate functioning (in English and in Somali)
- Foreseen challenges and possible solutions in operating the EAS center.

**3.0 EXPECTED OUTCOME:**

- A pool of well-trained entrepreneurship trainers in the TVET centers to offer and promote entrepreneurship training and encourage trainees engage in self-employment.
- Entrepreneurship training materials in English and Somali language.
- An Employment Advisory Services center established and ready to offer career guidance and counseling, information on employment opportunities and train on soft skills.

**4.0 DURATION OF THE ASSIGNMENT:**

The consultancy will run for 15 effective days in August 2014. The following are indicative number of days for executing the activities involved:

	<b>Activity</b>	<b>Number of days</b>	<b>Location</b>
1	Preparation and discussion with TVET center management, need assessment and tools development/adaptation	3	
2	The entrepreneurship training	6	
3	The establishment of the EAS Center	3	
6	Report writing	2	
		15	

**5.0 QUALIFICATION AND EXPERIENCE OF THE CONSULTANT**

- Advanced university degree or equivalent in a technological field (or preferably in entrepreneurship ILO certified)
- Technical expertise (TVET, entrepreneurship, small enterprise development),
- A seasoned TVET instructor
- Excellent communications and people skills
- Excellent report writing and analytical skills
- Computer literate
- Previous working experience in Somalia (Galmudug) desirable

**MODE OF APPLICATION**

Applications should be submitted on or before **10<sup>th</sup> August 2014** and via email to [occonnor@cisp-nairobi.org](mailto:occonnor@cisp-nairobi.org).

All applications should include the following;

- **Cover letter (maximum 1 page)**
- **CV**

- **Technical proposal (max 4 pages):**

The technical proposal should include (I) brief explanation about the Consultant with particular emphasis on previous experience in this kind of work; (ii) profile of the Consultant to be involved in undertaking the evaluation, (iii) Understanding of the TOR and the task to be accomplished, (iv) examples of previous work.