

## Trainer

### Terms of reference (ToR)

#### 1. General Information:

Justice without Frontiers (JWF), a dynamic active local non-governmental juristic organization founded in Beirut in 2005, is deeply committed to championing human rights, justice, democracy, peace, and the rule of law. Over the last decade, JWF's impactful work has addressed crucial initiatives, from addressing Sexual and Gender-Based Violence (S/GBV) to empowering women's access to justice, advocating for marginalized individuals, combating human trafficking, and more.

#### 2. Brief Information of the Project:

JWF is implementing a project in partnership with Deutsche Gesellschaft für International Zusammenarbeit (GIZ) and funded by the Federal Ministry for Economic Cooperation and Development (BMZ), within the Framework of Promoting Gender Responsive and Inclusive Politics and Economy in the MENA Region – WoMENA.

The project aims to empower women and girls in Lebanon by fostering their active participation in political and economic spheres within a safe, inclusive, and gender-responsive and transformative community through strengthening vulnerable beneficiaries accessing social cohesion and protection services and supporting companies, NGO's, women's and gender networks to implement innovative approaches to strengthen women's participation.



### 3. Request:

Justice Without Frontiers is seeking to hire a consultant to train a group of 25 women on communication skills, leadership, and how to organize and human skills and knowledge, in addition to referral methods. The goal of this training is to create a group of women who will become ambassadors in their communities to raise awareness among women and girls about their rights, including protection and political participation, in collaboration with and under the supervision of Justice Without Frontiers.

The training will target female: lawyers, trainee lawyers, human rights workers, law students, and survivors of gender-based crimes from various regions of Lebanon

### 4. Time Schedule:

The training spans two consecutive days and it will be followed by a series of additional coaching sessions to empower the participants (Ambassadors) and equip them with the necessary knowledge to facilitate awareness sessions under the supervision of Justice Without frontiers.

### 5. Objectives:

The primary objectives of the Trainer are to:

- Develop and deliver training programs for Ambassadors.
- Equip participants with the skills and knowledge required to lead sessions effectively.
- Ensure consistency and high standards in facilitation across programs.
- Provide ongoing support and feedback to participants.

## 6. Methodology

The training will utilize a variety of instructional methods, including:

- **Lectures and Presentations:** To deliver foundational knowledge and theoretical concepts.
- **Workshops and Group Discussions:** To foster interactive learning and collaboration.
- **Case Studies and Simulations:** To provide practical experience and problem-solving opportunities.
- **Assessments and Evaluations:** To measure participant understanding and progress.

## 7. Scope of work and deliverables

The Trainer will be responsible for the following tasks:

- **Training Program Development:** Design and develop comprehensive training programs for Participants, including content, materials, and delivery methods.
- **Delivery of Training:** Conduct training sessions.
- **Reporting, Assessment and Evaluation:** Reporting the training and evaluate the performance of Participants through assessments, feedback, and observations. Provide constructive feedback and recommendations for improvement.
- **Resource Creation:** Develop and maintain training materials, guides, and resources to support ambassadors development.
- **Coaching Sessions:** Offer ongoing support and mentorship to ambassadors, addressing any challenges and helping them enhance their facilitation skills.

## 8. Skills and Experience required:

The Trainer should have:

- **Experience:** Proven experience in facilitation, training, designing training curriculum and materials particularly on topics related to GBV, Communication and leadership preferable working with NGOs.
- **Skills:** Strong communication, Leadership, presentation, and interpersonal skills.
- **Knowledge:** Deep understanding of facilitation techniques, communication Skills and leadership, gender-sensitive human skills and knowledge.
- **Qualifications:** Bachelor's degree in social sciences, or a related field. (Holding a certificate in training or coaching is an advantage)

## 9. Evaluation:

The offer received will be evaluated based on the years of experience and work portfolio, deliverables as follows:

- Over 5 years of experience as a trainer: 10 points
- Previous work in relevant topics: 10 points
- Previous work with I/NGOs: 5 points

## 10. Required Documents to be sent / How to apply:

Interested Candidates should send:

- A Curriculum Vitae
- A Cover Letter
- Financial offer
- Stating two references with contact details



Please submit your offer by email to [procurement@jwf.org.lb](mailto:procurement@jwf.org.lb); and include the consultancy title in the e-mail subject. Deadline for submission: 26/ 8/2024. Applications received after the closing date will not be considered.

Applications will be scored by the JWF committee and only shortlisted candidates will be contacted for an interview.