

Term of Reference (TOR)

Advanced Entrepreneurship Skills Training

1. Project Summary

Project	Fostering Inclusive Career Choices, Resilience and Agency (FICCRA) Project
Implemented by	Right to Play - Lebanon
Project duration	August 2021 – December 2022
Project locations	North and South of Lebanon
Consultancy Objectives	<p>The objective of this training is to equip Palestinian youth with advance entrepreneurship skills that allow them to develop business ideas and start businesses with the local counterpart.</p> <p>On completion of the training, all the beneficiaries will be able:</p> <ul style="list-style-type: none"> ▪ To identify and develop different business ideas. ▪ To address the most urgent need for business management. ▪ To conduct assessment and select a feasible business idea. ▪ To develop a comprehensive business idea and a business plan. ▪ To utilize their entrepreneurship skills to start their business in a professional manner.
Methodology	Consultation, application
Consultancy Start and End dates	6 days during the month of October 2022
Anticipated consultancy report release	October 30,2022

2. Background on the organization and the project

The Fostering Inclusive Career Choices, Resilience and Agency (FICCRA) project is contributing to building youth and adolescents’ skills & education which are relevant to the new market opportunities (social work, digital projects, and sustainable economies) through a life-skills, career guidance, vocational & employability package for youth.

FICCRA stems from a rights-based, integrated, child-centered approaches and will reach young people, aged 14 to 24 with a package that will facilitate their transition into the job market. It will target residents of Palestinian camps and gatherings in North and South Lebanon. Right To Play will be working with local civil society organizations from Palestinian camps and gatherings in order to co-implement with them, support them in creating youth hubs & empowering youth and build their capacity in project management.

3. Consultancy Objectives

The objective of this training is to equip Palestinian youth with advance entrepreneurship skills that allow them to develop business ideas and start businesses with the local counterpart.

On completion of the training, all the beneficiaries will be able:

- To identify and develop different business ideas.
- To address the most urgent need for business management.
- To conduct assessment and select a feasible business idea.
- To develop a comprehensive business idea and a business plan.
- To utilize their entrepreneurship skills to start their business in a professional manner.

4. Scope of work of the Training Expert

Under the overall supervision and guidance of Right To Play, the training provider will perform the following specific tasks:

- Design a 3-day advanced Entrepreneurship skills Training session in consultation with Right To Play FICCRA Project Officer.
- Assist in drafting the selection criteria of the beneficiaries.
- Deliver the two trainings for Palestinian youth aged 18-24.
- Deliver an end report on the two trainings.

5. Deliverable

Deliverables	Deadline
<ul style="list-style-type: none"> ▪ Entrepreneurship Training plan and modules are properly designed, documented, and delivered. 	October 2022
<ul style="list-style-type: none"> ▪ The training will be delivered to the selected 50 beneficiaries who underwent Entrepreneurship sessions under FICCRA Project 	October 2022

6. Training Duration:

- The training sessions are expected to be completed in 1 month (October 2022).
- Delivery of two on-site 3 -day trainings located in Tripoli North Lebanon and Tyre South Lebanon.

7. Language Requirements

The working language for this service is Arabic and English, however, all reporting and communication shall be conducted in English unless otherwise stated. Being a hands-on training, the consultant should be able to communicate fluently in Arabic among the participants.

8. Qualifications of the consultant

The minimum qualifications and skills of the expert are:

Education

- Preferable Master’s degree in economics, business administration or other related field.

Professional experience

- Minimum of 8 years of experience in developing financial literacy and business management training material and training of youth
- Demonstrate understanding of the Palestinian context in Lebanon
- Grounded knowledge, proven ability, and experience in providing entrepreneurship, and business skills training of (vulnerable) youth – including supporting the development of business plans by youth.
- Strong knowledge of the business canvas model.
- Proven ability to provide technical advice and conduct capacity building in a complex context, in particular Palestinian camps and gatherings.
- Extensive knowledge of Lebanese economic development, business management and job creation programs and development processes and institutions.
- Strong network of partners in the space of entrepreneurship within Lebanon, in particular the Palestinian context in Lebanon.
- Cultural sensitivity and cross-cultural skills (religion, ethnicity, gender).
- Experience in conducting training and preparation of training materials/ curriculum.
- Proficiency in English and Arabic

9. Budget consideration

The service provider shall provide a consultancy fee that include all his / her fees for the tasks stated in the below table. The consultant’s fees are subject to **7.5% withholding tax if he/she do not have an MOF number**

Tasks	Fees USD	Submission date
Design a 3-day advanced Entrepreneurship skills Training		
Assist in drafting the selection criteria of the beneficiaries		
Deliver two 3-day trainings in Tripoli and Tyre for a total of 6 days		
Deliver full report on the assignment		
Total in USD		

10. Proposal submission

Prospective candidates are invited to submit the following:

- **Cover Letter** (explaining why you are the most qualified for this consultancy including previous experience undertaking similar assignment and when you will be available.)
- Most updated **Resume/CV**
- **Consultancy Fees** – Indicate your rate per day. (Please note that RTP will not be responsible for the consultant’s accommodation and travel expenses outside the operational area.)
- Provision of two **references**: the consultant must provide name, organization and contact details and a brief description of the most recent consultancies in a similar field. Each reference provided should be the client’s responsible project administrator or a senior official of the client who is familiar with the consultant’s performance and work.

Please send your proposal for the “**Application of Advanced Entrepreneurship Skills Training**” to: the below email addresses (kindly add both email address when sending full proposal documents. Please also send document in PDF format signed and stamped by company – *if applicable*).

[Mariam Zaytoun](mailto:mzaytoun@righttoplay.com) – Logistics Officer (mzaytoun@righttoplay.com)- 70259865 (8:00 AM to 4:00 PM)

[Kevork Dersarkissian](mailto:kdersarkissian@righttoplay.com) – Logistics Coordinator (kdersarkissian@righttoplay.com)- 03190093 (8:00 AM to 4:00 PM)

Deadline to submit TOR: **Wednesday, 14th September 2022**

For more clarification regarding the proposal contact either Mariam Zaytoun or Kevork Dersarkissian.

Incomplete proposals will not be considered, and early submissions are encouraged. While we thank all applicants for their interest, only those selected for interviews will be contacted. Competitive budgets would be considered.

Right to Play is a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs. To learn more about how we are and what we do, please visit our website at www.righttoplay.com