



Call for Proposal

“Training & Coaching of Public School Teachers”

Terms of Reference

Duration: 8 weeks approximately

Starting Date: February 22nd 2018

I. Background and Justification:

Al-Fayhaa Association (*henceforth referred to as Al-Fayhaa*) is a Lebanese non-profit NGO that aims to develop and rehabilitate the community through educational programs, and socio-cultural activities. **Al-Fayhaa** was founded in 1999 and was officially established on 8\10\2008 holding the registration number 1254 AD.

Al-Fayhaa has no political nor sectarian orientation; it only adopts the principle of neutrality and non-alignment of any of the partisan spectra maintaining the same distance from everyone. **Al-Fayhaa** commits through the implementation of its projects the principles of human rights, which includes responsibility and commitment to the rule of law and the empowerment and participation and integration, justice, equality and nondiscrimination and a focus on children with special needs and learning difficulties.

As part of the *“Inspire, Empower, Transform: Increasing resilience in disadvantaged communities in North Lebanon”* project, launched by FiSTA & Restart Center, funded by the European Union, **Al-Fayhaa** is currently implementing the “Youth and Women Inclusion in the Community” initiative which aims at enhancing the psychological needs and wellbeing of students living in the areas of Tripoli that have been affected by the armed conflicts that have ravaged the city in the past couple of years.



The project's objectives are:

1. Improve pedagogical skills of public school teachers.
2. Build students' motivation towards learning.
3. Nurture students' to become proactive members in their community by fostering values of responsibility, care and citizenship.

II. Work Scope

[Al-Fayhaa](#) is currently looking for a training body to partake in the project and perform the following:

1. Delivery of 2 Workshops

Training body is to train 5 public school teachers selected by [Al-Fayhaa](#) on 2 training modules through 2 workshops (1 day per workshop).

i. Workshop 1: New Teaching Strategies (Friday, March 2nd 2018)

The main topics in this workshop are two:

- Use of ice-breaker activities as a tool to get to know students, thus infuse relatedness.
- Implementation of strategies that cater for students' psychological needs, linked to motivation.

At the end of the workshop, teachers are expected to present their own strategies that they will implement in their classrooms in the following 4 weeks.

ii. Workshop 2: Community Service Initiative (Friday, March 31st 2018)

The main topic in this workshop focuses on training teachers with necessary skills to nurture students' proactivity towards their community services.

At the end of the workshop, teachers are expected to have brainstormed ideas for mini community service initiatives that their students can implement. (Budget per initiative is 200 Euros)

2. Coaching & Monitoring of Teachers

Following the delivery of the workshop, training body is to conduct several visits to schools accompanied by [Al-Fayhaa](#)'s M&E staff and at sometimes monitors from FiSTA to evaluate the implementation methods of the teachers and to assess the efficiency and effectiveness of the strategies taken into consideration the following:

- A minimum number of 2 visits per week is required
- The total number of visits must not exceed 24 visits.
- Visits will take place between March 5th 2018 and April 30th 2018
- Visit dates and times need to be communicated with [Al-Fayhaa](#) ahead of time.

As such, [Al-Fayhaa](#) prefers that the proposal includes a tentative schedule of school visits.

At the end of every visit, training body is to submit a narrative report about findings and any actions that they have taken during their visits.

Reports will be revised by the education department of [Al-Fayhaa](#).

3. Special Instructions

- Training body must adhere to the training module developed by [Al-Fayhaa](#). Any changes to the modules need to be agreed upon ahead of time with the education department.
- The training will take place in [Al-Fayhaa](#)'s training center located in City Complex, (-1) Floor, Tripoli, Lebanon.
- [Al-Fayhaa](#) will cover all expenses related to the training: printouts, lunch, coffee breaks...etc
- Bidder is to justify the costs in their proposal.
- Bidder can apply for all categories or single out the topic that they wish to tender for.

III. Selection Criteria

Successful applicants must comply with the following requirements

- Training body must have experienced trainers (CV/s must be submitted with the proposal)
- Training body must have an excellent training track record.
- Training body must have experience in the Lebanese education system.
- Proposed training agenda/session plan should also be attached with the submission.
- Training language must be in Arabic to accommodate for trainees' needs.
- Training body is willing to commit to all the dates set in this TOR.

IV. Documents to be submitted:

- Training Body Profile (Company Profile or CVs)
- Training Body Financial Identification
- Training Body Legal Identification
- Technical Proposal
- Financial Proposal (Cost Breakdown)

V. Instructions to submit Proposal:

Last submission date: Wednesday, February 21st, 2018

Closing time: Midnight

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Email Title: Training & Coaching of Public School Teachers

For any inquiries, please contact:

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