

**Terms of Reference
for
Community Mobilization Training for Partners and HelpAge International
staff in Jordan and Lebanon**

Jan 2021

Background

HelpAge International - HelpAge International (HAI) is a global network of organisations working towards a fairer world for older people so they can live safe, healthy, and dignified lives. In addition to working with more than 150 network members in 56 countries, HelpAge operates country programme offices in 13 countries across Asia, Africa, Middle East and Eastern Europe.

Project Background - Community-based health and protection intervention for the most at-risk Syrian refugees and host community members, in particular older people and people with disabilities, in Jordan and Lebanon.

The project will provide humanitarian assistance to address critical gaps in healthcare, mental health services and protection (specifically protection from gender-based violence (GBV) services for the most vulnerable groups, in particular people with disabilities and older people, while contributing to building crisis resilience among Syrian refugees and host communities living in urban areas of Jordan (Amman, Irbid and Zarqa governorates) and Lebanon (Beirut and Mount Lebanon).

Primary healthcare and mental health support will be provided through NHF clinics in Jordan while IDRAAC will provide mental health services in their clinics in Lebanon. NHF and IDRAAC outreach teams will identify, support and follow-up the most vulnerable and mobility-impaired beneficiaries through home visits, provide them with psychosocial and rehabilitation support, and ensure they have access to health and protection services. Caregivers will also be direct beneficiaries from primary healthcare and Mental Health and Psychosocial Support (MHPSS) interventions, and they will be provided with advice on how to support older persons or persons with disabilities.

Purpose

The purpose of the consultancy is Enhance capacity of staff, volunteers from partners and HAI Lebanon and Jordan in community mobilization skills, community participation and engagement in project interventions. This will contribute to sustaining efforts at community level and for community to take ownership of their issues and advocating for their rights.

Objectives

Community Mobilization training is intended to:

1. Improve understanding of volunteers and staff of partner and HAI offices in Lebanon and Jordan of the concept of community mobilisation, participatory approaches, why it is needed and how it contributes to achievement of programme objectives.
2. Build community mobilization skills of participants on organizing intergeneration and older people's groups and building active and effective community structures. This will include group meeting facilitation skills.

Scope

Location: preferably face to face but virtual is also an option

Language of training: Arabic

Planned dates: Between 1st -28th of Feb 2022

Time length: 3 days training with case study and practical examples in January and a follow up one day refresher in a month's time . Each training will be for a total of 3 days.

Specific tasks

Proposed activities include (but not limited to)

- a) Conduct training on community mobilization bearing in mind the above objectives
- b) Prepare Training material and handouts to share with participants
- c) Methodologies preferred: participatory active learning, presentations, discussions, case studies, demonstration sessions and group activities supported by handouts for taking home, etc
- d) Post training evaluation – immediately at the end of the training: To evaluate the progress and the level of knowledge acquired.
- e) Participants will also be required to develop individual action plans on how they wish to apply the knowledge and skills gained – Trainer to provide follow up session within 1 month of conducting the training.
- f) Training Evaluation form to be developed and prepared by the consultant.
- g) Submission of Final Training report.

Methodology and process: The trainer will provide community mobilisation 40 trainees to enhance their capacity on community mobilization and participation. More specifically, the trainer will provide 2 trainings sessions in close cooperation with the project manager. Specifically, this includes but is not limited to the development of the training schedule, the training material, the provision of the training and drafting an activity report.

This training will be conducted separately for Jordan and Lebanon in each country the number of participants will be around 20. Each training will last maximum 3 days so total days of the trainings will be 6 days maximum. One day refresher will be an additional day. Total number of days will be 8- 6 days training and two days refresher in Jordan and Lebanon.

Deliverables (refer to the above objectives)

1. Agree on the training plan and timetable, in cooperation with the program team.
2. Implementation of the training in Arabic (including a post questionnaire). The participants shall show an increased level of skills on:
 - Community mobilization concept, definition, participatory approaches and skills
 - Tools to be used in community mobilization and the role of community mobilizers;
 - Field exercises to be revisited in follow up refresher
 - Enhancing community mobilization towards ownership & sustainability
3. Training materials in Arabic and English
4. Training Report in English

Reporting to: Regional Project Manager

Qualifications/requirements of consultant

- At least 5 years of experience in community mobilisation and participation in development and humanitarian sector with experience working with local communities in different projects at community level.
- Experience in conducting community mobilisation Training and in development and humanitarian sector, tracking from previous clients to be shared
- Comprehensive knowledge and understanding of the local context in Lebanon/ Jordan or Middle East region.
- Excellent communication and people management skills.
- Training should be provided in Arabic but materials in both Arabic and English
- Experience of facilitating trainings/workshops online.

APPLICATION PROCESS

Interested applicants who meet the required conditions are invited to submit an expression of interest including financial and technical proposal outlining training methodology, training content and work plan. In the financial proposal the applicants are expected to include consultancy service fee inclusive of any other cost. CV and 3 references of the applicants should also be submitted along with the proposal.

The applications and CVs should be sent to email address:

HelpAge-HR@helpage.org

“Training on Community Mobilization for HAI Partners and staff ” in the subject line, no later than **26th of January 2022**