

## Term of Reference (TOR)

### Training of Trainers and Music Certification Program

#### Background

“Music for Social Change” aims to give full agency for youth and adolescents for them to be leading change in their communities instead of being beneficiaries and receiving services. Mobilized youth (13-30 yrs) who have completed level 1, 2, and 3 of the music program will be further equipped with music skills provided by an academic institution and certified by MeHE (Ministry of Education and Higher Education).

#### Objectives

The objective of this activity is to provide the youth and adolescents in the Music program with a certified Music Production course with an accredited certificate obtained in the end of the course.

On completion of this activity, all the beneficiaries will have completed the following:

- Introduction to Music Production
- DAW (Digital Audio Workstation) Familiarization
- Music Theory ,Sound Design
- Recording Techniques
- Editing and Arrangement
- Mixing and Mastering
- MIDI and Virtual Instruments
- Sampling Techniques
- Music Production Ethics and Copyright ,Collaboration and Feedback
- Real-World Projects and guest Speakers and Industry Insights
- Networking and Promotion
- Final Project and Showcase

#### 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:

- 1) **Provide the Music Production Course for 30 participants.**
- 2) **Provide the venue to host the participants and equipment needed for the course for 30 participants**
- 3) **Provide accredited governmental certification to each participant for 30 participants.**
- 4) **CVs for trainers**
- 5) **Legal papers/ company profile**

#### Language Requirements

The working language for this service is Arabic and English.

## Minimum qualifications

The minimum qualifications and skills of the expert are:

### *Professional experience*

- Evidence of experience in developing and training material for participants with no advanced technical music background.
- Proven knowledge and experience in developing resources and providing music production courses.
- Degree in relevant field (e.g., Music Education, Music Production.)
- Proven accreditation from governmental entity.
- Previous experience Working with vulnerable groups
- Demonstrated understanding and support of principles of equity, participation and inclusion.
- Good writing skills.
- Fluent spoken and written English and Arabic.

### Budget consideration

The service provider shall provide a consultancy fee that includes all his / her costs for the stated number of days (see consultancy fees breakdown). The consultant's fees are subject to 7.5% withholding tax if he/she do not have an MOF number.

### Application Format

The following must be submitted to consider your applications:

- ✓ **Technical Proposal including:**
  - ✓ **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 of the consultant conducting the training.**
  - ✓ **Detailed curriculum of Music Production course (timeline, course breakdown)**
- ✓ **Financial Proposal** – Indicate your overall budget – attached template

Please send your proposal for the “**Training of Trainers and Music Certification Program**” to the below email address. And make sure to send document in PDF format signed and stamped by company.

**Procurement Department:** lbprocurement@righttoplay.com

Deadline to submit TOR: **Tuesday, 7<sup>th</sup> November 2023**

***NB. Only qualified individuals will be contacted for this assignment.***

***Please note that this call for applications is contingent upon the successful awarding of the grant. If the grant is not awarded to Right To Play, we will not be able to proceed with the project. Therefore, the contract with the selected consultant(s) will be subject to the approval of the proposal from the donor.***