



Terms of reference
Request for Proposal

Subject: Call for Trainer – Educational Game Development Expert in Circular Economy.
Reference: CLST-IL-00053
Posted Date: NOV 26, 2024
Deadline: NOV 29, 2024

ABOUT INJAZ LEBANON

INJAZ Lebanon is a non-profit organization, an affiliate of Junior Achievement (JA) Worldwide, with a mission to equip youth with the skills and mindset they need to become entrepreneurs and business leaders stimulating their communities. It is also a member of INJAZ Al-Arab, a regional network of 14 countries across the MENA region. INJAZ Lebanon delivers programs in partnership with the business sector focusing on entrepreneurship, work readiness, and financial literacy.

ABOUT CATALYST

CATALYST is a dynamic program designed to ignite positive change among North Lebanon's youth, catalyzing transformation with a specific focus on gender dynamics and sustainable community building. Catalyst is part of the PCL project that is funded by the German Federal Ministry for Economic Cooperation and Development (BMZ). PCL is implemented by Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) in partnership with the Ministry of Social Affairs and in cooperation with INJAZ Lebanon and the municipalities of Al Minaa, Bourj El Yahudiyeh, Deir Ammar, Kfarhelda, Mishmish, and Tripoli.

Overview

INJAZ Lebanon is seeking an experienced Circular Educational Game Development Expert to provide one-on-one coaching sessions for one finalist team from the CATCH track. The team aims to create an innovative educational game that utilizes fabric waste to educate children on environmental and social topics while addressing the issue of fabric waste. The team has a basic concept but requires expert guidance to refine it into a viable, engaging, and impactful educational product. The priority in this phase is to ensure that each team has a list of the right equipment and materials needed for the implementation of their projects. Also, to ensure that they have a robust and well-defined operational plan. The expert will also focus on optimizing the team's technical knowledge and strategic approaches to ensure effective implementation. In addition, the team must prioritize their activities according to the project's timeline.

Coaching Overview

- Duration & Location (Date and time will be determined later)

	Hours/team	Total Hours
1 team	10	10

- The one-on-one coaching sessions are designed to equip up to two finalist teams from the CATCH track. Each team will receive up to 10 hours of coaching, which may be divided across multiple sessions at the discretion of the coach to meet the specific needs of each project. These sessions will primarily take place at the INJAZ office in Tripoli, North Lebanon, but will also include on-site visits where the projects are being implemented to provide practical, hands-on guidance. The total coaching hours may be increased if the INJAZ team identifies a need for additional support to ensure the successful implementation of each project.

Objectives

- Guide the team in designing an educational game that effectively uses fabric waste and conveys meaningful lessons on sustainability or social impact.
- Help structure the game to ensure it is engaging, age-appropriate, and easy for children to understand and enjoy.
- Ensure that the final design aligns with circular economy principles, making the game reusable, durable, and effective in addressing fabric waste.
- Equip the team with skills in prototyping, testing, and iterating on game designs to develop a market-ready product.
- Support the team in creating a production and operational plan that covers sustainable sourcing, fabrication techniques, and quality control.

Scope of Work

The Circular Educational Game Development Expert will work closely with the team over several sessions to provide end-to-end guidance on the development of the educational game. This will involve conducting an initial needs assessment to identify areas of improvement in the current concept, followed by targeted coaching sessions focused on game design, prototyping, and refinement. The trainer will also provide advice on selecting sustainable materials, establishing a structured gameplay model, and ensuring product durability. Additionally, the trainer will assist the team in developing a basic production plan that includes material sourcing, production methods, and budget estimation. The team will receive a total of 10 hours of one-on-one coaching, which the expert may divide among sessions as deemed necessary to best meet the team's needs. Field visits will be integrated into the coaching to monitor progress and provide on-site guidance. During the first session, the expert will work with the team to create a detailed list of tools and materials necessary for project launch, including budget estimations and potential suppliers. Additional field visits will be scheduled as needed to assist the team with setup and troubleshooting. The expert will ensure that all coaching aligns with sustainability and circular economy principles, equipping the teams for effective and sustainable project implementation within the incubation period.

Role and Responsibility

- Conduct an initial assessment to understand the current game concept and identify areas for development.
- Guide the team in designing engaging and age-appropriate gameplay that incorporates environmental or social themes.
- Advise on incorporating fabric waste into the game's design, ensuring durability, child safety, and alignment with circular economy principles.
- Assist the team in creating and testing prototypes, incorporating user feedback, and refining the game design.
- Support the team in developing a production and operational plan, including sourcing materials, fabrication techniques, cost estimates, and distribution strategies.

Deliverables

In addition to delivering the coaching sessions, the selected expert will be responsible for consolidating the insights, and recommendations, generated during the sessions into **two comprehensive reports/documents**.

The first one is a **progress report** delivered midway through the coaching sessions and the second one, the **final report**, should include the following:

- Coaching Sessions Overview
- Participant Profiles
- Coaching Objectives
- Content Covered
- Attendance and Participation
- Challenges and Successes
- Recommendations (to generate a guideline agreed upon with the team members).

Qualifications

- The applicant should have a proven experience in educational game development, sustainable product design, or related areas.
- The applicant should have at least 5-7 years of experience working with Startups, SMEs, or entrepreneurs. **If the applicant has a startup/business in this field, it would be considered as a plus.**
- Demonstrated experience in coaching and mentoring teams or individuals, with the ability to tailor coaching strategies to meet specific needs of diverse groups
- The applicant should have strong organizational skills, attention to detail, and the ability to motivate individuals.
- Ability to multi-task and work a flexible or alternative workweek schedule based on project needs.
- Availability to deliver the workshops starting mid-November till mid-December, 2024.

Evaluation Criteria

The service provider will be selected based on:

- Relevant Work experience in the field, and portfolio.
- Certificate
- The financial proposal.

Payment Conditions

1. Payment shall be made by wire transfer or through Payment Order/Telegraphic Transfer/over-the-counter payment after submission of an appropriate and acceptable original invoice with all the requested to INJAZ Lebanon.

2. INJAZ Lebanon operates through bank Audi and won't handle any transfer or withdrawal charges (To be charged to the trainer)

How to Apply:

To apply, please submit the following documents via email to firas@injaz-lebanon.org and Joseph.a@injaz-lebanon.org no later than November 29,2024. Please mention in the subject line CLST-IL-00053- Circular Educational Game Development Expert.

Quotations that are received by INJAZ Lebanon after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Submission Requirements

(CV):

- Include a comprehensive CV that highlights your educational background, work experience, and relevant achievements.

Portfolio:

- Past projects
- Relevant Experience

Certifications:

- Attach copies of any recognized certifications in career services or related fields.

Financial Proposal:

- The financial proposal should include your hourly rate, inclusive of all costs.

Technical Proposal:

- Suggest a proposed outline and content that aligns with the objectives of the Circular Educational Game Development training.

Thank you