



Terms of Reference

Training Expert

Contract within the Period: 30 October 2023 – 30 July 2024

Deadline for Application: 10 October 2023

I- Background:

The general objective of SOLIFEM project is to support the transition from the informal to the formal economy through tripartite social dialogue in Lebanon and other countries in the region, including Algeria, Egypt, and the Occupied Palestinian Territories (OPT). It will pursue this objective through strengthening the capacity of the ILO tripartite constituents to act through social dialogue on two fronts –first, the development of integrated strategies on formalization and second, the development of skills training and recognition systems, with a particular focus on women and youth. Developing the capacity of youth women and men in the formal and informal labour markets, will help them overcome challenges in accessing formal jobs in that sector and support the national initiative of the ministry of industry in responding to food security crises that may arise due to the economic and political situation.

Project main outcomes:

Outcome 1: Enabling national policy frameworks to facilitate the transition of informal economy workers and economic units to the formal economy in place, developed through dialogue between the tripartite constituents

Outcome 2: Skills development systems that enable young people and women in the informal economy to access formal employment

OBJECTIVE

In order to assist trade unions in expanding their membership and aiding workers during their transition from the informal to the formal economy, the SOLIFEM project is preparing to organize a sequence of informational sessions and workshops in Arabic. These sessions will provide training to workers and union members, equipping them with knowledge about their rights, responsibilities, organizational techniques, and advocacy strategies.

The primary objective of these sessions is to enhance awareness of existing labor laws and worker rights, facilitating the shift toward the formal economy. As part of the project's plan, an independent consultant will be hired to conduct these informative sessions across different regions.

OVERVIEW

We are seeking an individual consultant to conduct training and awareness sessions for workers and unionist in order to raise awareness on their rights at work and how to transition to the formal economy. The consultant will be responsible for conducting a total of 12 sessions.

The consultancy contract will be achieved between October 2023 and July 2024 (exact start date and end date to be determined).

SCOPE OF CONSULTANCY

The Work will be performed under the guidance and supervision of the National Project Officer in Beirut and the CTA for SOLIFEM in the region.

DELIVERABLES

- 1- Deliverable 1: A total of 4 information session/ training/ workshops in the Southern Governorate
- 2- Deliverable 2: A total of 4 information session/ training/ workshops , location to be determined by January 2024
- 3- Deliverable 3: A total of 4 information session/ training/ workshops , location to be determined between January and March 2024

Phases and detailed Description of deliverables

Deliverables will be considered final once approved by the National Project coordinator and the CTA.

Deliverable 1: 4 information session/ training/ workshops

The trainer will be briefed on the targeted audience and will need to prepare the sessions in line with the targeted audience and through consultation with the worker specialist and members of the reference group.

Deliverable 2: 4 information session/ training/ workshops

The trainer will be briefed on the targeted audience and will need to prepare the sessions in line with the targeted audience and through consultation with the worker specialist and members of the reference group.

Deliverable 3: 4 information session/ training/ workshops

The trainer will be briefed on the targeted audience and will need to prepare the sessions in line with the targeted audience and through consultation with the worker specialist and members of the reference group.

PAYMENT

Three instalments based on the deliverables subject to the clearance and satisfaction of the ILO:

- Amount pertaining for deliverable 1 will be paid upon completion of Deliverable 1, as described in the deliverables section.
- Amount pertaining for deliverable 2 will be paid upon completion of Deliverable 2, as described in the deliverables section.
- Amount pertaining for deliverable 1 will be paid upon completion of Deliverable 3, as described in the deliverables section.

EXPRESSION OF INTEREST

Expression of interest should include the below:

- Curriculum Vitae including references.
- Financial offer clearly describing the rate per day and number of days per deliverable.

All on or before 10 October 2023, at the following email address: baderm@ilo.org

Please mention “**SOLIFEM - Trainer**” in the subject of the email.

QUALIFICATIONS

- Education: Law degree, social sciences and other that relates.
- At least 20 years of relevant professional experience.
- Experience in conducting trainings for workers and unions on rights and duties and role.
- Extensive knowledge and previous working experience within the field of labour and human rights.
- Experience working with trade unions
- good knowledge of the Lebanese labour legislations and industrial relations) as part of the competencies needed.
- knowledge of of ILS.

Languages

Excellent command of English and Arabic

Core Values

- Respect for Diversity.
- Integrity.
- Professionalism.
- Ethical conduct.

Core Competencies

- Awareness and Sensitivity Regarding Gender Issues.
- Accountability.
- Creative Problem Solving.
- Effective Communication.
- Inclusive Collaboration.
- Stakeholder Engagement.
- Leading by Example.

Functional Competencies

- Substantive experience and record of accomplishment in gender equality and women's empowerment.
- Good knowledge of ILO and the UN system.
- Demonstrated analytical and technical skills in managing development projects/Programmes.
- Ability to introduce new approaches and strategic innovations.