

Terms of reference

Call for Trainer -Makken -IL-0002

Subject: Call for Trainer - Community Engagement, Team Dynamics and Project Assessment.
Reference: Makken-IL-0002
Posted Date: 17 February 2025.
Deadline: 24 February 2025.

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 MAKKEN

Makken is a continuation of previous projects developed under the Peaceful Coexistence in Refugees Hosting Communities in Lebanon (PCL) program. It builds on the successes of MACCAN and CATALYST, two projects that empowered community members to create positive change in their areas.

MACCAN focused on the participatory process of planning community initiatives through working groups that included residents and municipality representatives. These groups launched local initiatives to address community needs and solve problems. For example, in some areas, cultural centers were established, while in others, public parks were developed, or streets were equipped with solar-powered lighting. Each initiative was accompanied by training sessions where residents and working group members participated to better understand the importance of these projects and ensure their sustainability.

CATALYST implemented in the same municipalities, emphasized the importance of social impact of circular economy and resource sustainability while also highlighting the role of women in this field. The project supported six initiatives with dedicated funding to implement solutions based on circular economy principles—utilizing wasted or unused resources in the area. This approach helped reduce resource-related conflicts by promoting sustainability. Some of the implemented initiatives included composting projects, hydroponics systems, and eco-bricks production, among others.

Makken aims to sustain and expand these efforts by providing ongoing support to young active members (aged 18 to 35) to enhance, scale up, and maintain the initiatives launched under MACCAN and CATALYST. Instead of starting from scratch, participants will build on existing projects, improve them, or introduce new elements to create a greater positive impact on a wider segment of the community. The goal is to ensure long-term engagement and sustainability in their communities.

The MAKKEN project is funded by the German Federal Ministry for Economic Cooperation and Development (BMZ). This project 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 Mina, Bourj Al Yahoudiyeh, Deir Ammar, Kfarhelda, Mishmish, and Tripoli

Overview

INJAZ Lebanon seeks a skilled trainer to deliver a three-day workshop on Community Engagement, Team Dynamics, and Project Assessment & Development under the MAKKEN project. The workshop will cover social inclusion, community dynamics, community mapping, needs assessment, effective communication, collaboration, conflict resolution, and reflection on previous MACCAN and CATALYST initiatives.

The workshop aims to equip 150 youth participants (refugees and host community members across six municipalities in North Lebanon) with the knowledge and skills to form small groups and develop sustainable local initiatives. These initiatives will build on past successes while addressing remaining gaps.

Through this training, the MAKKEN project seeks to foster youth-led peacebuilding, enhance social cohesion, and empower participants to refine their approaches to community engagement and development based on lessons learned from prior experiences.

The Trainers will be provided with a summary of the initiatives implemented under MACCAN and CATALYST projects in each municipality. Each session will last four hours, and Trainers may be assigned to more than one municipality based on project needs, availability, and accessibility.

Scope of Work: Community Engagement, Team Dynamics, and Project Assessment

1. Role Overview

The Trainers will support participants in forming and refining five teams per area, guiding them in developing well-structured initiative drafts based on previous experiences from MACCAN and CATALYST. The Trainers will design and lead an interactive three-day workshop, focusing on team formation, project refinement, and assessment.

2. Key Responsibilities

A. Workshop Design and Delivery

- Develop and deliver a structured outline for a three-day interactive workshop that includes:
 - **Community Engagement:** Strategies for meaningful community involvement.
 - **Team Dynamics:** Strengthening teamwork and leadership within newly formed teams.
 - **Project Assessment:** Evaluating past initiatives and refining new ideas.
 - **Community Mapping & Needs Assessment:** Identifying key challenges and opportunities in each area.
 - **Conflict Resolution & Social Inclusion:** Ensuring diverse perspectives are included in team discussions.

B. Supporting Team Formation & Initiative Development

- Guide participants in forming five teams per area by helping them:
 - Identify their key areas of interest within the five program themes.
 - Assess their skills, strengths, and experiences from previous projects.
 - Collaborate effectively to refine and finalize their initiative proposals.
- Provide structured exercises to ensure each team produces a clear, actionable initiative draft.
- Ensure that team compositions are diverse and inclusive, incorporating members from both refugee and host communities.

C. Tailoring Solutions & Aligning with Program Objectives

- Support teams in designing initiatives that align with one of the five core focus areas:
 - Community Health & Well-being
 - Food Security
 - Social Inclusion & Disability
 - Learning & Skill Building for Youth

- Environmental Sustainability
- Help teams in assessing the feasibility, impact, and sustainability of their proposed initiatives.

D. Assessing Participants & Providing Feedback

- Evaluate participants' skills, commitment, and teamwork dynamics.
- Provide constructive feedback for each team on their initiative drafts.
- Identify potential challenges and risks and advise teams on ways to address them.

E. Reporting & Follow-up

- Document key takeaways from team discussions and workshop activities.
- Submit a final workshop report summarizing team progress, challenges, and recommendations.
- Offer guidance for the next phase of the MAKKEN program to ensure initiative implementation.

3. Expected Deliverables

- A detailed workshop agenda tailored to participant needs.
- Formation of five teams per area, each with a finalized initiative draft.
- A summary report highlighting participant engagement, initiative concepts, and recommendations.

Timeline:

| Specific dates and time will be determined later. | Topics | Topics/Day | Hours/Day | Total/Hours |
|--|--------|------------|-----------|-------------|
| Starting end of Feb, 2025 until end of March 2025 | 3 | 1 | 4 | 12 |

Please note that the workshops will be held in person, and each Trainer may be assigned to more than one municipality/Workshop. The workshop's dates and time will be determined based on the timeline and the availability of the participants.

Qualifications

- More than 5 years experience in facilitating training on community engagement, group dynamics, teamwork, communication, and conflict resolution or similar topics .
- Knowledge in peacebuilding, social cohesion, and participatory approaches.
- Excellent facilitation and public speaking skills.
- Previous experience working with youth from diverse and vulnerable communities in the North and Akkar area is preferred.
- Strong organizational and reporting skills.

Evaluation Criteria:

The service provider will be selected based on:

- Relevant Work experience in the field, and portfolio.
- Certificates in relevant topics
- The financial proposal reflects the hourly rate.

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)

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 Community Engagement, Team Dynamics and Project Assessment 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 Community Engagement, Team Dynamics and Project Assessment.

How to Apply: To apply, please submit the following documents via email to firas@injaz-lebanon.org and Joseph.a@injazlebanon.org **no later than February 24,2025.**

Please mention in the subject line Makken-IL-0002- Community Engagement, Team Dynamics and Project Assessment.

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