

## **Terms of Reference (TOR)**

**Ref# 006**

### **Preserves Trainer for Cash for Work Project**

## 1. Description

The project comprises three types of cash for work activities targeting 900 workers: food production activities, including the production and distribution of daily meals and preserves baskets to 500 vulnerable families in targeted neighborhoods; agricultural activities including urban farming, small-scale farming; and crafts activities. Food production activities and Agriculture will run for 5 cycles, while the craft activities will run for 4 cycles. Each cycle will start with a period of training, part of which will be technical, and will differ from one sub-activity to another, and part of which will be cross-cutting across all sub-activities, over two days. The latter part will include onboarding training on PSEA, code of conduct, non-violent communication, work ethics and well-being. Once training is complete, the workers will move on to the production phase.

## 2. Objectives

The objectives of the training on food preservation are:

Educating individuals, professionals, or communities about various techniques and practices to preserve food effectively.

Ensure that food remains safe to consume, maintains its nutritional value, and has an extended shelf life.

## 3. Responsibilities

- Ensure that the activities are delivered on time, and in line with the program proposal and timeline
- Develop a training curriculum on preserves (mouneh) making, food safety and kitchen safety.
- Oversee the entire preserves production value chain, including the proper use of industrial machines leading to product delivery.
- Conduct 15 days of training starting March, 2025
- Keep attendance and other records
- Monitor performance and engagement through the sessions
- Support the Project Coordinator with other additional tasks as required

## 2- Competencies and Skills

A professional background and extensive experience (5 to 10 years) in delivering training in relevant areas

Expert in using the necessary equipment and machinery specialized in preserves production.

Arabic fluency is a must (spoken and written), English fluency is an asset

Good organizational and time-management skills

Excellent interpersonal and communication skills

Advanced Emotional Intelligence Skills

Proactive, flexible, and dynamic

A good understanding of effective teaching methodologies and tools

Must have a TOT (Training of Trainers) or Certified Trainer Certificate

### **3- Qualifications and Educational Background**

Bachelor degree in Hotel Management or LT in Hospitality, a Master Degree in related fields is a plus.

#### **Duration and Remuneration**

The Preserves Trainer will sign a contract with Ruwwad Al-Tanmeya for the duration of 15 days.