1. **Terms of Reference**

**Role:** Training on suicide intervention and prevention

**Supervisor:** Mental Health Psychosocial Support Specialist

**Timeframe of the assignment:** 18 September 2023 – 22 September 2023

**Location:** Beirut

**Date of ToR:** 31 July 2023

1. **Background**

Save the Children in Lebanon (Save the Children) is one of the leading humanitarian and development actors responding to different crises in the country. Present in Lebanon since 1953, Save the Children operates in all areas of the country in the sectors of Food Security, Livelihoods, WASH, Shelter, Education, Child Protection, and Nutrition. Beginning in the middle of 2019, the Lebanese economy was already falling into a severe recession. The COVID-19 outbreak in Lebanon and the preventative measures undertaken to slow the pandemic has further battered the economy and exacerbated further economic and social vulnerabilities, particularly for displacement-affected population. The ongoing economic collapse has led to high levels of inflation, job loss, and increasing vulnerabilities and protection risks for the most marginalized groups, including women and girls and youth in general. COVID-19 and factors related to the economic recession have created restrictions on the movement of people and impacted the functioning of services, effectively shutting down many businesses and making remote-based work a reality for others.

Based on the identified needs, Save the Children implements various programs to support children and youth by addressing their basic needs, improving literacy and enhancing resilience. A crucial part of their strategy is building the capacity of their staff on suicide prevention and intervention. By integrating mental health and psychosocial support (MHPSS) principles, Save the Children creates a nurturing environment to foster emotional growth and resilience in children and youth. These efforts aim to positively impact mental well-being, improve overall quality of life, and provide better prospects for a brighter future.

1. **Scope of the consultancy**

Save the Children is seeking a service provider, trainer, to deliver trainings to Save The Children Child Protection staff. The selected service provider **is required** to deliver training face to face only.

* The selected service provider is expected to be a qualified **institution or company/organization** with significant professional experience delivering training related to suicide prevention and intervention.
* The service provider is required to share a proposal highlighting the scope of work and delivery of services.

The training program aims to equip participants with the necessary skills and knowledge to effectively identify and respond to common mental health symptoms and suicidal ideation in children, thereby bolstering the support provided by Child Protection frontliners. Through comprehensive training topics, participants will learn how to implement active listening techniques, enabling them to better engage with young beneficiaries and their caregivers during CP activities. Additionally, the program will offer a theoretical background on suicide, including its causes and risk factors, empowering frontliners with the expertise to conduct a thorough suicide risk assessment and respond appropriately. By providing guidance on defining and limiting their responsibility and accountability in such situations, the training seeks to mitigate frontliner burnout and compassion fatigue, ensuring a sustainable and supportive approach to child protection. Ultimately, the training aims to create a compassionate and informed frontline workforce capable of delivering effective interventions and referrals for the well-being and safety of vulnerable children and youth.

1. **Description of responsibilities**

Within the scope of the assignment, the service provider is expected to provide a 6-hour (per day) Life saver Workshop for the duration of 2 days. **Timeframe of training and number of hours is dependent on agreement with Save the Children and learning objectives of each module.**

The proposal that we are requesting is to provide Save the Children with a well-structured 2 days training targeting these professionals' work on the field, encompassing themes such as recognising at-risk persons, analysing warning signals, and executing appropriate intervention measures, among other things. Experienced mental health experts and/or suicide prevention specialists should deliver the training to ensure accurate and up-to-date information. Furthermore, the service provider should give trainees with practical tools like as case studies and simulations to help them improve their abilities in real-world circumstances.

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| Activity | Target | Approach | # participants | Unit |
| Training on first mental health aid and suicide prevention. | Child Protection Officers/ Animators | 2 days training targeting these professionals' work on the field, encompassing themes such as recognising at-risk persons, analysing warning signals, and executing appropriate intervention measures, among other things. | Up to 20 participants  (+/- 10%) | 6 hours per day = 12 hours for 2 days |

***Monitoring and reporting***

* A pre-and post-assessment of the workshop will be conducted to assess learning outcomes.
* Submitting a comprehensive report to Save the Children – MHPSS (Mental Health and Psychosocial Support) Specialist is essential to document the outcomes and effectiveness of the training program. Such a report should contain several key components to provide a clear understanding of the workshop's impact, the assessment results, and recommendations for future actions.
* Introduction
* Workshop Learning Outcomes
* Methodology used during these two days.
* Analysis of Pre- and Post-Assessment
* Recommendations:
* Way to Move Forward based on the workshop's outcomes and recommendations and how the findings will be used to refine future MHPSS workshops and ensure continuous improvement.
* Annexures for supporting materials, such as workshop agendas, training materials, assessment tools, or raw data from the pre-and post-assessments, in the annexures section.

1. **Deliverables**

All project and location-specific deliverables will be reviewed by MHPSS Specialist and MHPSS National Coordinator before considered complete.

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|  | **Contractual deliverable** | **Indicative delivery timeframe** |
| 1 | Clear work plan with learning objectives for both theoretical and practical training sessions, and assessment of participants | Immediately after contracting or at least one week prior to intended training delivery dates as required by Save the Children |
| 2 | Clear articulation of the training content and methodology This includes all curricula, training tools, and monitoring tools | At least one week prior to beginning any training module |
| 3 | Final report | After the finalization of training in 1 month |

All documents produced should be delivered in hard copy and in digital form using exclusively MS-Office applications. Revisions may be required by the service provider before considered final.

1. **Required qualifications and skills.**

The successful candidate will have the following required qualifications:

* The service provider is required to be a registered entity which can demonstrate a minimum of 5 years of working experience in delivering training related to suicide prevention and intervention.
* Profiles of individual trainers should demonstrate suitable academic qualifications and experience as trainers, to be submitted with application.
* Excellent written and verbal communication skills in both English and Arabic is a strict requirement.
* Experience working with international humanitarian organizations is an asset and should be demonstrated in the application with knowledge in Child Protection.
* Knowledge of cross-cutting issues and relevant approaches for the program such as child protection and child rights, as well as conflict sensitivity and gender transformative approaches, will be considered an asset. This must be demonstrated in the application.

If shortlisted, the organization may be required to submit the following documents in addition to the application

* Organization profile with relevant experiences description including certified profile of trainers and experts delivering the training.
* A copy of Organization registration at government authority
* Policies of organization (child protection Policy etc.)
* Any other relevant legal documents

**Interested bidders will be selected based on the below criteria:**

**Criteria:**

* Bidder’s registration in Lebanon: submit copies of company registration and Tax Certificate if applicable; or a permission from the relevant authorities to trade in that market (in case of individual consultants).
* Bidders to submit a copy of I.D.
* Bidder’s confirmation of compliance with the attached Conditions of Tendering, Terms and Conditions of Purchase, Anti-Bribery and Corruption Policy, Child Safeguarding Policy and IAPG Code of Conduct The bidder should Read and sign T&C in Bidder response document.
* Bidders must provide proof of expertise in delivering the requested topics, at least 2 letters of reference within the last 2 years.
* Bidders must provide a copy of individual C.V.s along with a degree and certificate.
* Bidders must provide a sample of report was conducted by bidder like the nature of this project.

**Technical Criteria**

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| Criteria |
| Quality of proposal (level of effort/details put into proposal and level of understanding of assignment scope) |
| Methodology (approach) and the extent to which the proposed sample covers all concerned stakeholders). |
| Candidate profile (the strength and relevancy of the candidates’ academic background and technical and evaluation expertise). |
| Delivery of all training within Save the Children’s required timeframes as mentioned above. |

**Financial Criteria**

* Total Price: Bidder’s prices demonstrate an economically advantageous position for Save the Children.
* Sample of pricing structure, please feel free to amend/modify/add any item.

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| **Item** | **Cost per deliverable** | **Notes** |
| ***Delivery of 2 days training each of 6 hours per day for one group*** |  |  |
| **Total cost** | | **$** |

Save the Children maintains the right to choose or eliminate any budget line based on the needs of the program. Save the Children can recruit more than one service provider for this project depending on the activity.

1. **Application process and requirements**

Interested service providers are required to submit their technical and commercial proposals in eithe **envelope,** addressed to *Save the Children Int. Lebanon* at the address, or **by e-mail** Mohammed.abuheit@savethechildren.org