



Terms of Reference

Position Title: Local Training Service Providers for Short-term Skills Training Development for SRHR-HIV Knows No Borders II Project Beneficiaries

Type of Contract: Service agreement

Duration of Assignment: 3 months (between February to June 2023)

1. BACKGROUND:

IOM in collaboration with Save the Children International (SCI) is implementing phase II of the **SRHR-HIV Knows No Borders Project** from 2021 to 2026. The project aims to improve sexual and reproductive health and HIV (SRH-HIV) related outcomes amongst migrants, sex workers and vulnerable young people in migration-affected communities in the six SADC countries, namely: Lesotho, Malawi, Mozambique, South Africa, Eswatini and Zambia. The program is a holistic Regional initiative with an overall objective to; improve sexual and reproductive health and HIV (SRH-HIV) related outcomes amongst migrants as well as non-migrant adolescents, young people, sex workers and others living in migration-affected communities. The program forms a critical platform to advocate for increased access to services and an enabling environment for the realization of the SRH and HIV rights targeting hard to reach populations (Migrants, Adolescents and Young people and sex workers) along major migration corridors in the SADC region.

The overall objective of the Project is to contribute to improved SRH-HIV outcomes and quality of life among young vulnerable people (YVP) aged 10 to 29 years, including migrants and sex workers living in migration affected communities. Specifically, the Project seeks to ensure that, **Young vulnerable people (YVP), including migrants and sex workers living in migration affected communities in Lesotho have increased access to and utilization of quality SRH-HIV and other support services.**

A key component of this project is to avail vocation training and financial literacy and coaching to project beneficiaries in an effort to help empower, improve their livelihood and promote their resilience. As a result, the Project is intending to enrol 60 of project beneficiaries. This initiative will draw from of pool of sex workers, migrants and YVPs. The first step is financial literacy, followed by vocational training and post training coaching. Further there will be post training assessment to measure the knowledge acquired and effectiveness of the training.

Against this background, IOM Lesotho intends to engage local service providers for training of IOM Project beneficiaries (Young vulnerable person, migrants and sex worker) to respond to livelihood needs and to restore their dignity in their host community.

2. OBJECTIVE:

IOM is looking for a locally based training service provider to coordinate the implementation of the selected skills development training of young and vulnerable people, migrants and sex workers to facilitate income generation and job placement for trainees. The target number of trainees in the Vocational Training Centre (VTC) is 60 persons. The local training provider will implement the training designed for each selected occupation and will make use of qualified trainers well trained by the programme or school to deliver the trainings.

3. RESPONSIBILITIES / ACCOUNTABILITIES:

Working under the overall supervision of the Head of Office and direct supervision of the Project Manager and in close coordination with Project Team of IOM in Lesotho, the selected Training Service Provider will be responsible for overall management of skills training course. Specifically, the selected service provider will carry out the following responsibilities:

- a) Identify appropriate training place and provide equipment and training materials;
- b) Submit the training curriculum, trainers and training plan
- c) Organize the registration and provide orientation of beneficiaries upon arrival.
- d) Assess the attendance and learning of beneficiaries using attendance form
- e) Assess learning outcomes of beneficiaries in the middle and at the end of the training course and submit the narrative final report on the training contents, products beneficiaries can produce, theory they have learned and potential career opportunities such as internship and job opportunities;
- f) Submit monthly attendance report on trainees with a comprehensive overview on training modules, challenges/difficulties and recommendations to IOM
- g) Arrange simple graduation ceremony at the completion of each event

4. REQUIRMENTS / ELIGIBILITY:

- Trainers have recognized qualification/s in the field/s of training is highly desirable
- Trainers have five years of experience working in the field/s is highly desirable
- Over 10 years of Experience working in the field of providing vocational training and knowledge of business and empowerment approaches for VCT students
- Registered as Skills training Institute, Technical Institute or a Small Medium Enterprise with experience in the field of training/apprenticeship
- Trainers have recognized qualification/s in the field/s of training is highly desirable.
- Trainers have two years of experience working in the field/s is highly desirable.
- Proven experience in delivering and organizing short-term skills trainings in the occupations in-demand in the target district and/or at community level
- Track record of working/building up partnerships with the private business sector
- Experience in managing teams of Trainers/Instructors and Trainees/Participants
- Strong documentation skills including reporting of progress, success stories and collection of any important information to inform IOM's Programme
- Proven ability working with people of lower literacy and from poor families.
- **Languages:** English and Sesotho for the training courses
- Others - MSMEs are eligible given that they have certified trainers in their business

5. TIME

The total service period is for 3 months though it could depend on the skills training course. Training could take place between February to June 2023.

6. DELIVERABLES

Total fee, inclusive of all travel and related costs, not subject to any deductions, will be paid to the service provider as follows.

Item1	Deliverables	Duration
Milestone 1	<ol style="list-style-type: none"> 1. Registration and orientation of trainees into the training modules completed 2. Curriculum developed based on competency-based model which includes training schedule 3. Training model is compliant which include qualified trainers, training venue (rooms or places) for trainings and with necessary training equipment. 	1 st week February 2023
Milestone 2	<ol style="list-style-type: none"> 1. Trainees are provided with 50% of the theoretical and practical skills training based on the agreed curriculum and timeframe 2. At the end of each month, a progress report is submitted to IOM Lesotho. 	3 rd week February 2023
Milestone 3	<ol style="list-style-type: none"> 1. Participants are provided with 100% of theoretical and practical skills training. 2. Trainees are fully skilled and graduated 3. At the end of the training, compile and submit a final report and success stories to IOM Lesotho. 	4 th Week April 2023

- 40 % upon the satisfactory completion of the deliverable 1
- 40 % upon the satisfactory completion of the deliverable 2
- 20 % upon the satisfactory completion of the deliverable 3

7. HOW TO APPLY

Applications must be sent to iomlesothoadmin@iom.int by **11th Nov 2022**.

- Technical and financial proposals
- Trade / Commerce license, and/or any other official forms of registration
- VAT Registration / Tax clearance certificate (if applicable)
- Proposed Curriculum for Vocational Training and Training Schedule
- CVs of the main trainer including certificate, qualification
- Proof of previous related work

END