



TERMS OF REFERENCE

Project: “Sustainable community based reintegration of Albanian nationals returning from Syria”

Action: The Power of Volunteering

Trainer

Project Background

The project intends to address the absence of systematic collaboration between young people, local government, and the community in the three targeted areas of Kashar, Yzberisht, and Kukes, as well as the low engagement of young people with fewer opportunities in local decision-making processes. Young people must, on the one hand, have an impact on their peers, organisations, and the community. On the other side, the municipality needs to involve gifted young people who help improve the infrastructure for young people and deal with societal problems from the viewpoint of young people. By fostering solid cooperation between the young and local government structures, these requirements can be met.

Volunteering and the ideals it upholds can be a potent tool for achieving this objective and fostering social cohesiveness in communities with low rates of young participation. The majority of Albania's local governments and municipalities struggle with a lack of ability to plan volunteer events and involve their young in acts of solidarity.

Project objectives:

- To develop the capacities and skills of 25 young people with fewer opportunities, representatives of youth organisations from Kashar, Yzberisht and Kukes on volunteering values, benefits and practices as a tool for self-empowerment and community development through 2 days of capacity-building training
- To promote volunteering values and opportunities to young people and local communities in Kashar, Yzberisht and Kukes through coherent tools such as local peer to peer workshops and online social media campaign

1. Objectives and scope of the assignment

The main objective of this assignment is to prepare the training module on “Community engagement through volunteering” and then to deliver it to the target group. During the preparation time of the module the expert will consult the project team to finalize the module. The project management team will organize the training, which will be instructed by the expert. The training will take place in person in Tirana.

2. Tasks and Responsibilities

The trainer will work in close cooperation with the Project coordinator and will be responsible for the following:

1. Prepare an outline including a description of the proposed methodology, suggested work plan and timeline;
2. Prepare the module of the training together with the assistance of Project Coordinator;
3. Prepare the power point presentation, educational activities and informative material for the training;
4. Prepare the training agenda;

5. Deliver one -2 days training on “The Power of Volunteering”.

3. Qualifications and requirements:

- Advanced university degree in one of the following or closely related field of studies: social sciences
- Previous experience in designing and delivering trainings related to volunteering
- Good communications and presentation skills;
- Ability to work with little supervision and pressure.

4. Delivery and timing

- The expert should start the work immediately after signing of the contract. A total of 4 working days is estimated to complete the assignment (1 day for the training module, 2 days for the training, 1 day for reporting). The training is going to be delivered between 03 December-04 December 2022
- All deliverables will be submitted in hardcopy or electronic format to the Project Coordinator, who is the responsible person to review and to request revisions to the draft deliverables and to certify the delivery of the output.
- The payment will be carried out in one installment after conducting the training and submitting the training module by the expert and acceptance by the Project Coordinator which concludes the assignment.

5. Evidences and supporting documents

The expert should submit the following documentation upon applying:

1. CV;
2. A cover letter