



## **Terms of Reference for the engagement of Consultants or Agency**

to deliver ToT for the Roma peer educators on CARE's tested model, Program E and supporting activities related to the model and community support through the project:

### **“Right to a Future”**



**Deadline for application: 3 September, 2024**

### **About CARE in the Balkans**

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CARE's mission in the region is to contribute to post-war recovery and the socio-economic development of Bosnia & Herzegovina, Croatia, Serbia, Kosovo\* and Montenegro. CARE in the Balkans consists of Offices in Sarajevo, Bosnia and Herzegovina (BiH), in Belgrade, Serbia and Pristina, Kosovo\*.

CARE's work in the Balkans started in 1992, when it provided humanitarian support to people affected by war. In the late 90-ties CARE shifted its focus in the region from humanitarian post-war assistance and rehabilitation to socio-economic development engaging in interventions directed at conflict prevention and peace-building, sustainable livelihoods, gender equality and the prevention of gender-based violence.

### **The Project**

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The action's overall objective is to protect human rights and fight discrimination in BiH by facilitating gender equality, and Roma<sup>1</sup> and marginalised women and girls' empowerment. Protecting marginalised girls and boys from early marriage is an essential human right, as is defending fundamental freedoms ensuring their right to make important life choices.

CARE will work with two key partners on implementing this initiative: 1) the Roma Association [Better Future](#) from Tuzla and 2) the [Wings of Hope](#) from Sarajevo and four selected local communities through subgrants for members of Roma Women Network “Success” utilizing CARE's tested tools Program E and Community Score Card.

The project will increase capacities and skills of local Roma women CSOs, youth, Parents, community members, media representatives and school staff/teachers, local

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<sup>1</sup> In line with the terminology of European institutions the umbrella term 'Roma' is used here to refer to a number of different groups, without denying the specificities of these groups.

and national authorities and other stakeholders to adequately prevent and ensure better access to and use of services to Roma and other marginalised girls and their families in dealing with GBV, trafficking and early, child and forced marriages.

To accomplish the

The project is funded by the European Union and implemented until 31 January 2026.

### **Purpose of consultancy**

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CARE International within the framework of the project would like to engage two (2) experienced Young Men's Initiative (YMI) / Program E trainers with the following expectations:

- a.) Support the selection of the most appropriate 15 topics from a total of 41 from the Program E Manual (Project activity: A.1.3)
- b.) Deliver a training of trainers (ToT) on selected topics for at least 15 Roma young activists / peer educators from the five selected target location through a four-day event (A.1.4)
- c.) Deliver two, one – day follow-up sessions with the newly trained peer educators (A.1.5)
- d.) Provide online mentoring to the newly trained teams (at least 10 peer educators) for 2 hours per month per location (5 locations in total) over a six-month period (60h in total / up to 60h per trainer) (A.1.4)  
(trainers can alternate and work individually up to 60h per trainer)
- e.) Provide monthly reports with recommendations and suggestions for peer educators (A.1.4)
- f.) Facilitate one two-day educational event on Program E (organized by Better Future) for Roma and non-Roma adults from Roma CSO staff, RWN members, and school staff/teachers for a maximum of 35 participants (A.1.7)
- g.) Design questions, the tool and deliver pre and post workshop testing and 6 month follow up testing (skill assessments) for:
  - o ToT (A.1.4)
  - o Educational event on Program E for 35 participants (A.1.7)
  - o Youth workshop cycles held by newly trained peer educators (three month cycles/5 communities/15 sessions per community – it is expected to target the same individuals) (A.1.5)
- h.) Support development and design of community campaigns (A.1.6)

### **CARE's Outputs**

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- Provide contact information to the Consultant and agree on the work plan;
- Provide reporting template;
- Coordinate with partner organisations and the Consultant during the entire preparation and realization of the activity.

### **Schedule**

The Consultants will be engaged in the period **20 September 2024 – 20 May 2025** for minimum of **8 days** and maximum **16 days**.

The payment will be carried out in two instalments upon fulfilment of the following conditions:

1 <sup>st</sup> Instalment (50% of the contracted amount)	Latest December 5, 2024	Upon delivery of at least: TOT (b.), one follow-up training (c.), part of planned online mentoring (d.), monthly reports design and deliverance of pre and post workshop testing (g.) corresponding to time elapsed (e.) and receipt of all necessary documentation as per CARE's administrative procedures which could be: invoice, report, time sheet.
Final payment (50% of the contracted amount)	As per contract	Upon accomplishing the Purpose of consultancy and receipt of all necessary documentation as per CARE's administrative procedures which could be: invoice, report, time sheet.

### **Required qualification of the Consultant**

1. Extensive (more than 3 years) training experience (designing the training according to the needs of the target group, preparation of materials and handouts, delivering trainings using the variety of training methodologies, training evaluation analysis and reporting)
2. Excellent training skills for delivering trainings both regular trainings and Training for Trainers
3. Comprehensive understanding and knowledge about concept of peer education
4. Excellent peer education skills for delivering educational workshops for youth and adults as YMI trainer
5. Proven comprehensive experience in delivering trainings/workshops related to topics within Young Men Initiative project: prevention of violence and drug and alcohol abuse, sexual and reproductive health, promotion of gender equality, healthy lifestyles and positive parenthood and/or Program E

### **Application process**

The Consultant is requested to submit following documents to **shalkic@care.ba** by **3 September 2024**.

- **CV**, indicating all experience from providing trainings, as well as the contact details (email and telephone number) of the candidate and professional references.
- **Financial offer**, indicating local currency and **total price** in **BAM** and provide breakdown of the costs

The received applications will be evaluated against the below stated criteria:

<b>REFERENCE/ HISTORY</b> (experience in similar work)	<b>METHODOLOGY/ APPROACH</b> (appropriateness for the task)	<b>KNOWLEDGE/ SKILLS</b> (specific for the task)	<b>FUNDS</b> (value for money)
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