



## **Youth Harvest Foundation Ghana (YHFG)**

Terms of Reference (TOR):

Facilitator for training on GTA and Climate Change.

### **Introduction and Background**

The YHFG is a youth-focused Non-Governmental Organization which is also non-partisan and with no religious affiliation. The Foundation was founded in 2002 with a head office based in Bolgatanga in the Upper East region of Ghana. It works towards the vision of enabling self-reliant and self-sufficient youth living in a more equal, healthy, and prosperous society, with a mission to support and empower young people to achieve their full potential:

- in their personal life,
- professional development,
- as active advocates of the rights of young people,
- and contribute to a sustainable environment.

In furtherance of this mission, the YHFG is implementing some Sexual and Reproductive Health and Rights (SRHR) advocacy projects, including the Evidence to Action project: Sexual Health Education Advocacy Project, Youth4Change project, Girls4Change project and Safe and Protective Environment for Adolescent Development (SPREAD) project.

An important outcome of these projects is to empower young people - to make informed decisions to delay sexual initiation, correct and consistent condom use and other contraceptives to prevent teen/unwanted pregnancies and HIV/STIs, to prevent and respond to child marriage and sexual and gender-based violence.

The organisation has been in partnership with its Media Action Team for Reproductive Health (MAT-RH) to advocate for the Reproductive Health and Rights of young people and hold the duty bearers to their SRH commitments. As part of continuous efforts to build the capacity of members of the MAT-RH and project team, YHFG seeks the services of a trainer(s) to conduct training on Gender Transformative Approaches in media reportage, Climate Change and its impacts on women and girls.

## Purpose of the training

The purpose of the training for the project team and members of MAT-RH to is:

- I. Increase understanding of the concept of the Gender Transformative Approach (GTA)
- II. Enable media persons to integrate GTA into media reportage (Gender Transformative Communication)
- III. Increase knowledge and understanding of the climate change crisis and how it impacts gender.
- IV. Increase media reportage on issues of climate change, especially in Northern Ghana.

## Scope of work

The trainer(s) will undertake(s) to perform the services with the highest standards of professional and ethical competence and integrity. The trainer(s) is strongly encouraged to develop highly interactive and practical training sessions and ensure hands-on activities to develop practical skills.

The trainer(s) is required to perform the following functions at a minimum:

- I. Collaborate with the project team to develop and finalise the agenda for the training based on the number of days agreed and share for feedback.
- II. Facilitate the training based on the agreed agenda, training objectives and outputs.
- III. Prepare a manual for participants to facilitate their understanding and for purposes of reference after the training.
- IV. Prepare a final report of the training that includes an evaluation of participants. The participant evaluations should review at a minimum the knowledge/understanding of participants, the standard of instruction, practical exercises, and logistical arrangements.

## Results and deliverables

The trainer(s) will provide:

1. An inception report which includes a brief description of knowledge and experience in the subject area, details the plan of action and timelines associated with this training and outlines a draft agenda. To be submitted the same week of signing of the contract.
2. The final agreed agenda for the training and the full complement of workshop materials. To be prepared and submitted prior to convening the training.
3. The final report on the training including a thorough evaluation of the training and manual for participants, is to be submitted within **one (1) week** of the completion of the training.

## **Duration and timeline**

The consultancy should be completed **within 3 weeks** beginning from the day of contract signing and is expected to be carried out within the period of **22<sup>nd</sup> May 2023 to 12<sup>th</sup> June**. The consultant must ensure that the whole process of the work is completed within this timeframe.

## **Payment/budget procedure**

Applicants are expected to submit their financial proposal (inclusive VAT and withholding tax) for the entire exercise. The consultant will be paid 60% upfront and 40% upon final report submission.

## **Consultant Qualifications**

1. A minimum of a postgraduate degree in a related programme.
2. Experience developing and facilitating training workshops, particularly in the GTA, Media communication and Climate Change.
3. Published work related to the TOR will be an added advantage.
4. Fluency in the English language.
5. Ability to write clearly and concisely in English.

## **Application process**

The trainer is required to submit a proposal that should include the following:

1. Both technical and financial proposals
2. Detailed technical proposal should indicate the overall process of undertaking the exercise, including a work plan indicating priority topics and participatory approaches to ensuring practical skills development.
3. The proposed logistics and other materials needed to ensure that the training achieves the objectives.
4. The financial proposal will include a detailed budget containing daily fees, corresponding daily outputs, and total costs.
5. Detailed Curriculum Vitae of the consultant (s) with a full description of the profile and experience.
6. A cover letter outlining the suitability of the consultant for the assignment.

## **Submission of the proposal should be sent to:**

E-mail: to [careers@yhfg.org](mailto:careers@yhfg.org)

For further information please contact: (0382095924 or 0249725898)