

## TERMS OF REFERENCE

### Training Advisors (M/F)

**Project:** Building a Future: Make it in The Gambia – TEKKI FII

**Location:** Based in Bijilo, The Gambia, with regular displacements in the country, namely in Central River Region and North Bank Region

**Position:** *Training Advisor (M/F)*

**Reports to:** *Project Coordinator*

**Languages:** Fluency in English (conversation, reading and writing). Good conversation skills in at least two local languages.

**Starting date:** May 2021

**Duration:** 8 months with the possibility of extension within terms and conditions to be defined <sup>1</sup>

**Date of ToR publication:** March 22<sup>nd</sup>, 2021

**IMVF - Instituto Marquês de Valle Flôr** is a Portuguese non-governmental organization for development whose mission is to promote economic and cultural development. Its main areas of work are Cooperation and Education for Development, Decentralized Cooperation with Municipalities and Technical Assistance. It is present in west African countries for 3 decades.

#### CONTEXT

##### General context

The programme *BUILDING A FUTURE: MAKE IT IN THE GAMBIA – TEKKI FII* - is financed by the European Union Emergency Trust Fund for Africa (EUTF for Africa). It aims to foster stability and to contribute to better migration management, including by addressing the root causes of destabilisation, forced displacement and irregular migration.<sup>2</sup> The programme is implemented by ENABEL, GIZ, GK Partners, IMVF and International Trade Centre.<sup>3</sup>

IMVF's action and overall objective is to contribute to socio-economic development and to nurture positive prospects for local populations and returning migrants in The Gambia, namely in Central River, North Bank, Lower River and Upper River regions. The specific objectives of the action are:

- to boost economic development with a focus on attractive employment and revenue generation in regions prone to migration;
- to promote a conducive socio-economic environment for an effective and sustainable reintegration of former migrants and to improve the attractiveness of rural areas.

The expected results (ER) are:

- ER1: sustainable market-oriented agribusiness value chains are emerging and/or reinforced in rural Gambia through training (formal/unformal)
- ER2: social cohesion has been strengthened by the activities of local organizations and the implementation of social/recreational facilities

The action's core targets are youths and women.

<sup>1</sup> Depending on collaborator's performance and project's needs.

<sup>2</sup> [https://ec.europa.eu/europeaid/regions/africa/eu-emergency-trust-fund-africa\\_en](https://ec.europa.eu/europeaid/regions/africa/eu-emergency-trust-fund-africa_en)

<sup>3</sup> [https://ec.europa.eu/trustfundforafrica/region/sahel-lake-chad/gambia/building-future-make-it-gambia\\_en](https://ec.europa.eu/trustfundforafrica/region/sahel-lake-chad/gambia/building-future-make-it-gambia_en)



European Union



Project lead



Institutional Support



Project's activities are based on a close cooperation with relevant stakeholders (national, regional and local) in order to ensure an effective contribution to NDP 2018-2021 and the sustainability of results.

IMVF's project is implemented in partnership with ADWAC - Agency for the Development of Women & Children, United Purpose and Alianza por la Solidaridad.

### **Recruitment context**

The current terms of reference concern the recruitment of a Training Advisor who will be responsible for the activity A.4.1 "Reinforcement and diversification of training offers".

As part of this activity the following action have been previously undertaken:

- identification of youth's training needs and market's skills demands,
- identification of actions towards the capacitation of skills centres;
- identification of actions towards the implementation of short-term training programmes.

ENABEL, shall be responsible for supply of small equipment and infra-structure construction and/or rehabilitation, while IMVF will lead the process in terms of improvement and diversification of curricula; training staff's capacitation; capacitation of management bodies; settlement of mentoring scheme for students' integration in the labour market.

It is foreseen that by the end of the project 200 people have accessed improved training (EUTF KPI 1.4) and 2 skills centres have been reinforced.

### **JOB DESCRIPTION**

The Training Advisor will report directly to the Project Coordinator and will have the following tasks:

#### **Strategic Tasks**

- Propose a programme for the management and technical strengthening of two identified skills centres;
- Ensure the proper coordination with relevant stakeholders in the area of training and employment;
- Ensure the design and implementation of short term skills training programmes in the sectors of project intervention;
- Ensure operational planning and implementation of the activities with the needed resources;
- Implement the project's strategic orientations and provide recommendations for Project development.

#### **Operational tasks**

- Elaborate terms of refence for goods to be purchased and services to be contracted;
- Participate in the elaboration of contract document;
- Follow up of the tenders and contracting of required services;
- Follow up of activities and elaboration of reports;
- Follow up of performance of beneficiary training centers;
- Participate in Project meetings and workshops with the Project team and Partners;

During the assignment, the Training Advisor will prepare concise quarterly reports, which summarize activities undertaken during the period and progress related to project indicators, issues and constraints that could affect the delivery of services and outputs and a program of work to be undertaken during the next quarter, to be approved by the Project Coordinator.



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By the end of the assignment the following results must have been achieved:

- Two training centers strengthened.
- Training activities started in the two training centers
- 200 youths trained in the agribusiness sector (including the ones in the training centers supported).

## PROFILE OF THE CANDIDATE

### Qualifications

University Degree, preferably in Education, Management or Development Studies. Other degrees accepted if the candidate proves to have relevant professional experience in the field of assignment, namely TVET and/or skills training provision in contexts of development.

### Professional experience and skills

- 5 years' experience in management/coordination functions, preferably in non-governmental organizations and / or in training for employment projects;
- Professional experience in the agribusiness sector will be valued;
- Professional experience in The Gambia will be valued.

### Specific Knowledge

- Knowledge of socio-economic situation in The Gambia
- Extensive knowledge and experience in technical training and curriculum development projects, ideally in The Gambia or another West African context.
- Knowledge of employment market needs, vocational and skills training for employment in West Africa
- Knowledge of agribusiness will be valued.

### Aptitudes

- Good analytical and information synthesis skills
- Good organizational skills
- Proactivity and sense of responsibility in the accomplishment of tasks
- Strong ability to work as a team as well as to achieve individual milestones
- Ability to plan and deliver tasks on agreed timelines
- Persistent in contexts of pressure
- Computer skills: Microsoft Office from the point of view of the user;
- Excellent report writing skills
- Languages: Fluency in English (conversation, reading and writing). Good conversation skills in at least two of the following languages: Mandinka, Wolof, Fula.
- Available for overnight stays in the context of project missions to the regions of project implementation

## FOR EXPRESSION OF INTEREST

Expressions of interest should be sent to [tekkifii@gm.imvf.org](mailto:tekkifii@gm.imvf.org), including motivation letter, Curriculum Vitae and identification of people to contact for recommendation / reference (2 hierarchically superior persons in similar functions).

The subject of the email should be: **Training Advisor**

**Deadline for submission of applications:** April, 19th 2021.

Only short-listed candidates will be contacted.



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