****

Re-advertisement:

**Terms of Reference (ToR)**

**For hiring consultant to conduct TOT to Master Trainers for Upskilling Knowledge, Skill and Attitude to Build Better Partnership**

**Background and Introduction**

Plan International is an independent development and humanitarian organisation that advances children’s rights and equality for girls. We strive for a just world, working together with children, young people, local disadvantages communities, humanitarian affected people and partners. Plan is promoting children and youth especially girls to recognise as leaders of change in gender norms and take decision about their lives. But this is often suppressed by poverty, violence, social norms, traditional practices, dominating by stereo type behavior, exclusion and discrimination where maximum girls are affected. Plan works over 80 years since after second world war, and are now active at more than 71 countries.

Plan International started work in Bangladesh since 1993, as local service organisations. During the first 1-3 years Plan International Bangladesh provided support to infrastructural development through forming and promoting CBOs with piloted CCCD. Until CSP IV, Plan followed CCCD as program implementation strategy through engaging children and community people, During CSP IV, plan gradually adopting Partnership approach from direct program delivery through CCCD. Since two decades, Plan International Bangladesh gained substantial experience and learning on developing and managing partnerships. There are lot of good practices but still there are issues that need to be considered.

Plan International globally implementing program and projects through partnership. Plan believe we will be more powerful and enable to create more sustainable impacts when we act and influence together with diversified range of Partners.

**Partnership Overview of Plan International Bangladesh**

***Our partnership vision*** *Continuing long term strategic relationship with diversified organisations, particularly six sectors from government and non-government entities, through mutual Partnering process to achieve our common goal”.*

The new Country Strategy – CS 2030, Plan International Bangladesh has emphasized partnering with diverse range of organizations to empower girls and young women, to be heard, to live without fear of violence and achieving their rights. The new ‘Partnership framework’ under CS2030 has been developed to promote mutual and shard ownership and shifting power to Partner also accelerate our partnership transformation journey. The Framework has horizontally linked with organisational four values (Open and Accountable, Work Well Together, Inclusive and Empowering and Lasting Impact). PIB follows partnership principles depicted in global partnership document -- ‘Building Better Partnership. The Framework has developed by composing four imperatives (Co-create, Shared ownership, Building mutual capacity and accelerating change for girls) at 4X4 matrix, functional relations for positioning the partnership outcomes.

**Context**

Considering the context and underlying causes of the present situations of children, adolescent girls and young women in rapid changing social, economic and environmental phenomena. Plan International Bangladesh has intended for partnering with diverse organizations. CS -2030 highlighted partnering with NGO, Government, Youth Organization, Community Based organization, Private Sector and Academic Institutions/Universities for better results and sustaining the benefit of our endeavours. To achieve multi sectoral partnership, we required partnership competencies (knowledge, skills and attitudes) of Plan staff members have been outlined even though we have strength in some of the priority areas, especially in working with community organizations, or working with reputed universities abroad. However, in most of the other priority areas Plan International Bangladesh needs to invest for improvement.

Partner staffs do not always hold much understanding on the overall goal and objectives of the partnership and organizational vision and mission. Therefore, they cannot contribute fully to achieve project outcomes, thus affects implementing quality projects. Partner staffs who manage projects do not have much experience on partnership management. Plan is not still open to get feedback from partners. Our thrust should be programme focused rather system and compliance, Mutual oversight to the project and performance is not always exercised.

**TOT to Master Trainer**

To ensure Building Better Partnership, Plan International Bangladesh is promoting long term mutual relationship with Partner where Plan staff members role is vital. To promote mutual relationships with Partner and Partnering process - shared ownership, two-way learning and unequal power dimension needs to be minimized with shifting power

To promote this, Plan staff’s skill, attitude and behavior needs to be improved through countrywide upskilling Training to build better partnership.

To implement this, a batch of Masters Trainer has been selected by Plan Senior Management from Plan staff who will deliver upskilling training to staff across the country office.

To rollout upskilling, a TOT intends to provide to Master Trainer by a professional consultant who is competent for preparing Trainers.

**Objectives of TOT**

1. Basic understanding on Plan Global Building Better Partnership and Partnership Framework and vision of Plan International Bangladesh.
2. Enable to train Plan staff on transformative partnership culture of Plan International Bangladesh and role of each department.
3. Articulate and enable to improve staff skills on Brokering Partnership, the role of Partnership Broker and how Partnership Broker can promote and facilitate equal Partnership.

**Key Deliverables**

The consultant will deliver 4 key deliverables

1. Proposal align with the objectives of TOT
2. TOT Module - Based on the content of Plan International, Plan International Bangladesh and Brokering Partnership Principle.
3. Conduct 3-4 Days ToT to Plan selected Participants to become Master Trainer who will deliver Training to Plan Staff to improve their skill, attitude and Behavior to promote equal relationship with Partner to expedite Girls Rights agenda.
4. Prepare and submit a Training Report along with evaluation

**Submission of proposal**

The technical and financial proposals should be submitted electronically to the email address: [Planbd.consultant.hiring@plan-international.org](mailto:Planbd.consultant.hiring@plan-international.org) with subject line:“**Proposals for** **hiring consultant to conduct TOT to Master Trainers for Upskilling Knowledge, Skill and Attitude to Build Better Partnership”.** Proposal submitted to any other email account or in hard copy will not be considered.

Proposal submitted to any other email account except this and in hard copy will be treated as disqualified. Submissions after the deadline **23th January, 2022 before at 2:00 pm**. Two different folders i.e. technical and financial should be submitted into one zip folder with a covering letter. The proposals should be submitted in pdf format.

**Methodologies**

Interactive, creative discussion, two-way communication and visual aids, roleplaying, business game,

**Duration: 10 Days**

**Tentative date of assignment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **W1** | **W2** | **W3** | **W4** | **W5** |
|  |  |  |  |  |  |
| Proposal submission with Budget |  |  |  |  |  |
| Feedback and approved Proposal |  |  |  |  |  |
| Hiring consultant |  |  |  |  |  |
| Develop Module |  |  |  |  |  |
| Conduct training and assessment |  |  |  |  |  |

**Contact person**

For any technical issue related to the project and evaluation, please communicate through E-mail: [Enamul.haque@plan-international.org](mailto:Enamul.haque@plan-international.org)

**Ethical Considerations**

There will be nothing in the assignment which may be harmful for respondents regarding legal or medical ground. No one should be forced to participate in the study and the purpose of the study and use of data collected, should be clearly explained to all the participants. Consent forms should be shared with and be signed by the participants above the age of 18 and by the guardian or parents of participants below the age of 18. Confidentiality of data should be maintained and in the report name of the respondents should not be revealed.

**Risk assessment and management**

There are several risks identified that may affect outcomes of the project. As the project impact groups are children and duty bearers, some rights activist can always be at risk. The global policy of Plan International ‘Safeguarding of children and young people’ will be followed during the study for managing risk with the principle of **Do No Harm** of any children and/or young people.

**Bindings**

All documents, papers and data produced during the study are to be treated as property of Plan International Bangladesh and restricted for public use. The contracted consultant/consultant firm will submit all original documents, materials and data to country office of Plan International Bangladesh.

**Award of contract**

The consultant/consulting firm expected to commence the main assignment within one week of signing the contract.

**Child Protection Policy**

The consultant/consulting firm shall comply with the Child Protection Policy of Plan International Bangladesh. Any violation /deviation in complying with Plan International’s Child Protection Policy will not only result in termination of the agreement but also Plan Bangladesh International will initiate appropriate action to seek compensation for the damages/losses caused due to non-compliance of the Child Protection Policy.

=====================================x=================================