

TERMS OF REFERENCE

Position: **Trainer(s) in Basic Training in Policy Development and Policy Advocacy for youth employment**

Number of positions: 1 (One)

Type of contract: Service Contract

Cotractor: Beyond Barriers Association

Duration of service: 15 days

Deadline for application: **23 March 2019**

BACKGROUND OF THE PROJECT

Beyond Barriers Association, as a local partner in Albania is implementing the project *Western Balkan Civil Society Organizations for Youth Employment – Web4YES*, which is now in its second year. *Web4YES* is a regional project being implemented by 7 regional Civil Society Organizations as consortium partners. Belgrade Open School (BOS) from Serbia is the leading applicant and co-applicants: Association for Democratic Prosperity ZID from Montenegro, Beyond Barriers Association from Albania, National Youth Council of FYR of Macedonia, NGO LENS from Kosovo, Institute for Youth Development KULT Sarajevo from Bosnia and Herzegovina, and Olof Palme International Centre from Sweden.

This project represents a regional initiative designed to provide innovative inter-sectoral approaches and to provide the unemployed youth of the Western Balkans region with the opportunity to increase their employment skills and to be employed. The project is designed to address the existing challenges of inadequate cooperation between civil society actors and public authorities in the Western Balkans in policy processes and decision-making towards reforms related to youth unemployment.

The project aims to empower civil society actors to make a significant contribution to addressing many employment and entrepreneurship issues through their advocacy and oversight activities at national, regional and local levels, and paying more attention to the needs of citizen's young people in decision-making policies.

During these years of implementation Web4yes project will be focused on the following actions:

- Policy dialogue
- Thematic cross border forum on youth employment policy
- Policy advocacy and monitoring for improvement of youth employment and entrepreneurship
- Capacity building
- Capacity Buildings for youth dedicated CSOs in WB
- Implementation of Grant Support to local CSOs initiatives
- Development of e-services for unemployment youth in Western Balkans

For more about the project, refer to this address: <http://web4yes.eu/>

OBJECTIVES OF THE TOR

Related to the **Capacity Building for youth dedicated CSO's**, BBA is looking for a company or an individual to conduct **2 days training event for at least 15 participants** representing at least 15 different civil society organizations from Albania.

Basic training in Policy Development and Policy Advocacy in the field of Youth Employment Policy will be organized for small scale CSOs dedicated to working with youth, and particularly targeting the problem of youth unemployment in Albania.

Each Training will consist of two major parts:

- a) ***Strategic planning of the youth employment and entrepreneurship policies at the national and local level in line with the EU standards;*** After the brief overview of the national policies regarding the employment and entrepreneurship among youth, the training will focus on the participatory approaches and programming of priorities and goals which are in the line with strategic documents of the respective local municipalities and their problems.
- b) ***Developing Effective Strategies and Communication Tools for Policy Advocacy;*** the second training component will include advancing the skills of participants in specific area of evidence based advocacy for more dynamic and flexible decision making process on local, regional and national level in local community development. This part of the training introduces the practices of evidence based policy advocacy process in policy networks.

EXPECTED TRAINING OUTCOMES

Related to Strategic planning of the youth employment and entrepreneurship policies at the national and local level in line with the EU standards component, participants are expected to:

- get familiar with Policy framework for youth employment, employability and entrepreneurship
- be ready and motivated to use the acquired knowledge in the further work of the organization that they represents
- be able to recognize the possibilities and space where civil society organizations can be involved in process of developing, implementing, monitoring and evaluating youth employment policies
- be familiar with the policy brief documents, recommendations at the Regional level
- participant is able to recognize the Recommendation that is most important for the local environment which they are from

Related to Developing Effective Strategies and Communication Tools for Policy Advocacy component participants are expected to:

- be able to define policy advocacy and distinct it from other similar concepts
- be capable to frame advocacy process in context of policy development process

- be able to understand the key features of policy networks and key characteristics of the policy cycles
- be able to understand what are the most important segments of advocacy campaign, they are confident in applying them in practice
- be able to understand the correlation between the strategic focus and advocacy plan and are able to move back and forward in process of examination of both, all in order to define realistic advocacy objectives and conceptualize advocacy plan which is adequate to the existing resources envisaged for its implementation.

ELIGIBILITY REQUIREMENTS FOR THE EXPERT/S

- At least 5 years of experience in positions related to youth employment, policy interventions and advocacy;
- Be based in Albania.
- Proven track record in design and delivery of training programs using interactive methodology,
- Excellent language skills in speaking and writing of Albanian and English;
- High competence in using digital means of communication and content sharing;
- Comprehensive experience in providing consultancies;
- High level of organizational and time management.

RESPONSIBILITIES

In relation with the specification above, the contracted trainer(s) shall:

- Propose and adjust the general outline of the training program for capacity building of smaller scale CSO's in accordance with the instruction from the contracting organization and the specific needs of the trainees
- Conduct two days training with the topics mentioned above (up to 8 training sessions).
- Prepare an evaluation report for this training
- Prepare a pre-test and post-test questionnaire to measure the knowledge base and learning of participants.

CONTRACTING PERIOD

The assignment is scheduled for the period from **25th March 2019 until 8th April 2019**, for a total of **2 training days**.

DELIVERABLES

- The expert prepares and conducts 2 training days in accordance with guidance to be given by BBA.
- Timesheets for 2 training days.
- Pre test and post-test questionnaire to be used in training.
- Training Report.

WHERE AND HOW TO APPLY

Send your **CV and Motivation letter** to office@beyondbarriers.org by 23 March 2019, midday.