



A movement for change realizing sustainable development

Call for application of resources for TYC's Schools Camping Conference and Training of Trainers (ToT)-Workshop in Kilimanjaro, Tanzania

To whom it may concern,

Tanzania Youth Coalition (TYC) is looking for five resource personnel/experts and keynote speakers from different backgrounds. TYC organizes the SCHOOLS CAMP CONFERENCE and TRAINING OF TRAINERS (ToT)- Workshop in Kilimanjaro from 5th to 7th and 9th and 10th August 2019 in the framework of African German Youth Initiative (AGYI) and needs two facilitators/moderators, two keynote speakers and one rapporteur to support both events. The tasks of the five resource personnel are described in detail in the subsequent pages. In this regard, TYC would therefore like to kindly invite qualified personnel to send their proposals for applications to erick.crispin@tzyc.org and copy info@tzyc.org before **28th July 2019**. Please read the description below for further information. Also visit the website of Tanzania Youth Coalition which is www.tzyc.org

Background

Tanzania Youth Coalition (TYC) is a consortium/union of 120 youth non-governmental organizations, 249 Youth Enterprise Groups (YEGs) and hundreds of youth individuals countrywide. TYC is working towards building the capacity and raising awareness of young people on Sustainable Development among other issues. TYC addresses five programme areas namely 1) Youth Livelihood and Employment, 2) Youth Livelihood and Environment, 3) Youth health and Gender, 4) Youth leadership and building local democracy and 5) Youth exchange and international partnership for sustainable development.

TYC is the implementing organization (IO) of the African German Youth Initiative (AGYI), which is a multi-lateral initiative of the German Government with the endorsement of the African Union, aimed at enhancing youth exchange and mobility between African countries and Germany, in the context of education for sustainable development.

In this regard, TYC is organizing a Schools Camping Conference, which will give schools the opportunities to share best practices, lessons learnt as well as challenges in **conducting their national or international schools exchanges**. It will also give an opportunity to learn from schools that want to build international schools partnerships in the future.



Following the Schools Camp Conference TYC will also conduct a Training of Trainers (ToT)-Workshop. The workshop will offer training to potential trainers that focus on national and international youth exchange programmes. In 2019 the training will especially address **school exchanges** within Tanzania as well as between Tanzanian schools and schools abroad. The potential trainers will get familiar with the TYC-Trainer's Manual for national and international youth exchange in and with Tanzania. They will learn how to work with it, how to conduct preparation and follow-up activities and how to monitor and evaluate them according to the TYC-manual.

In order to conduct the two events, TYC is offering four different calls and is looking for five different applicants who are interested in conducting the given tasks:

- Call 1: Two facilitators/moderators for Schools camp Conference and ToT**
Call 2: One Keynote speaker on the topic "SKILLS"for Schools camp Conference and ToT
Call 3: One Keynote speaker on the topic "SCHOOL PARTNERSHIPS"for Schools camp Conference and ToT
Call 4: One Rapporteur/ report writer, who will also be a Leader of an Awareness-Team for Schools camp Conference and ToT

Important information for all calls:

Time frame and remuneration

The detailed concept note and programs will be shared during the briefing and preparation period beforehand the Schools camping and ToT-Workshop.

Generally, availability is expected for briefing and preparation in consultation with Tanzania Youth Coalition staff prior to the and during the Schools camping conference, and ToT workshop from **5th to 10th August 2019**.

A total of 5 working days (eight hours each) are applied to provide the service. The remuneration is based on the performance of the contractual services and invoicing.

Proof of suitability and selection criteria

Please provide evidence how you fulfill the suitability and selection criteria by submitting your curriculum vitae (max. 3 pages) and a letter of motivation (max. 2 pages) as well as through selected references (see call-description).

Proof of suitability

Applicants who are unable to demonstrate their suitability in performing the services in question based on the stated criteria will not be considered further as part of the procurement process.

1. Written and spoken English skills
2. Confirmation of availability for the above mentioned dates
3. Academic background in education, pedagogy or social sciences or similar/related fields and experience in moderation and facilitations.



4. Previous work experience in facilitating schools/youth workshops, youth groups workshops (or similar educational formats) in the context of Education for Sustainable Development (please submit at least three references that are not older than two years)
5. You can provide us with bank account details to transfer the payment.

6. CALL 1: Facilitators’/ moderators’ requirements and requested application documents:

TYC needs two facilitators/moderators to guide the participants through the programme of the conference as well as the ToT. They will also facilitate workshops during both events. During the workshops one facilitator will focus on student participants (schools camp conference) and youth workers (ToT) and the other facilitator will focus on the teacher participants (both events).

It is possible for two people to apply together for this call.

TYC is asking applicants to apply for the task as a facilitator/moderator, who are...			
1.	<p>...familiar with their target group, one being students and youth workers(1) and the other being teachers (2)</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 15%;">Selection criteria:</td> <td> <p>The applicant is or has been a youth worker (1) or she or he has at least one working experience with the target group (e.g. leading role in a seminar for students and/or youth workers, member of an exchange visit or similar).</p> <p>The applicant is or has been a teacher (2) or has at least one working experience with the target group (e.g. leading role in a seminar for teachers, member of an exchange visit or similar).</p> </td> </tr> </table>	Selection criteria:	<p>The applicant is or has been a youth worker (1) or she or he has at least one working experience with the target group (e.g. leading role in a seminar for students and/or youth workers, member of an exchange visit or similar).</p> <p>The applicant is or has been a teacher (2) or has at least one working experience with the target group (e.g. leading role in a seminar for teachers, member of an exchange visit or similar).</p>
Selection criteria:	<p>The applicant is or has been a youth worker (1) or she or he has at least one working experience with the target group (e.g. leading role in a seminar for students and/or youth workers, member of an exchange visit or similar).</p> <p>The applicant is or has been a teacher (2) or has at least one working experience with the target group (e.g. leading role in a seminar for teachers, member of an exchange visit or similar).</p>		
2.	<p>...experienced in youth exchange visits</p> <table border="1" style="width: 100%;"> <tr> <td style="width: 15%;">Selection criteria:</td> <td> <p>The applicant took part in at least one youth exchange visit either as a participant or preferably as a group leader. TYC will prefer applicants who have youth exchange experience at least on a national level.</p> </td> </tr> </table>	Selection criteria:	<p>The applicant took part in at least one youth exchange visit either as a participant or preferably as a group leader. TYC will prefer applicants who have youth exchange experience at least on a national level.</p>
Selection criteria:	<p>The applicant took part in at least one youth exchange visit either as a participant or preferably as a group leader. TYC will prefer applicants who have youth exchange experience at least on a national level.</p>		
3.	<p>...skilled in conducting conferences and seminars with the aim to empower the participants to create their own knowledge and content.</p> <p>This contains conceptually preparing students’ group sessions and (co-) moderating workshop sessions as well as other discussion, reflection and feedback formats.</p>		



	Selection criteria:	The applicant has conducted at least two conferences as a moderator and 5 different seminars as a facilitator with youth participants. She or he can hand in at least one conference schedule and one seminar schedule that she or he facilitated. This schedule proves that the focus was to empower the participants to be active.
4.		...skilled in creating a learning environment that focuses on creative and extracurricular learning methods and outdoor activities including accompanying the groups to break away sessions and other activities, and in facilitating action-based, peer-to peer workshop sessions, bringing in expertise on the methodology and didactics of education for sustainable development.
	Selection criteria:	The applicant has conducted at least 5 seminars with youth participants that have been at least partially conducted outdoors. She or he can hand in at least one seminar schedule that she or he conducted. This schedule also shows outdoor activities.
5.		...flexible and open to suggestions of the participants as well as of TYC as well as able to integrate lessons-learnt, conversations and experiences during the conference in subsequent sessions, based on the existing concept and the overall objectives of the undertaking.
	Selection criteria:	The applicant is requested to hand in a motivation letter that expresses why he/she should be selected for the post and in what way the applicant is flexible and open to suggestions in general.

Application documents:

The applicants are requested to send their applications to erick.crispin@tzyc.org and copy info@tzy.org before 28th July 2019. If the applicant fails to send in the all the documents listed, the application cannot be considered.

1. Motivation letter addressing the requirements above
2. Curriculum vitae addressing the requirements above
3. at least one but no more than three seminar schedules (see requirements above)
4. at least one but no more than two conference schedules (see requirements above)



CALL 2 : Keynote speakers’ requirements and requested application documents:

TYC needs two **keynote speakers** to address two topics each during both events. One keynote speaker is supposed to be an expert for the topic “**skills**”. She or he will give a keynote speech addressing the meaning and role of skills in students’ education in Tanzania concerned with sustainable development and international exchange.

This first speech is to be given on 5th of August. The Keynote-Speaker is expected to take part in the two workshop-phases following her or his keynote speech and give further insights and information when asked by the participants.

The second speech will be about skills in context of a training of trainers who are supposed to work with students and teachers. It will address the skill definition and aspects on that topic given in the TYC-Trainer’s Manual.

This second speech is to be given on 10th of August. The Keynote-Speaker is expected to attend the schools camp conference and the ToT on the **5th up to the 10th of August 2019**. During these days, he or he will be a member of the facilitator-team and support the two leaders of that team.

TYC is asking applicants to apply for the task as a keynote speaker for the topic “Skills”, who is...	
1.	...familiar with the topic “skills”
Selection criteria:	The applicant is an expert for that topic and has worked within that field of issue for at least two years. She or he will summarize her or his knowledge on that topic in a motivation letter.
2.	...familiar with their target group, one being students and youth workers and the other being teachers
Selection criteria:	The applicant has at least one working experience with the target groups (e.g. consulting schools, worked with teachers and/or students and or youth workers). She or he will summarize her or his working experience in a motivation letter.
3.	...skilled in presenting at conferences
Selection criteria:	The applicant has been part of at least two conferences as a keynote speaker or similar. She or he can hand in at least one conference schedule where she or he had an active part.

Application documents:

The applicants are requested to hand in the following documents to erick.crispin@tzyc.org and copy the info.@tzyc.org. If the applicant fails to send in the all the documents listed, the application cannot be considered.

1. Motivation letter addressing the requirements above
2. Curriculum vitae addressing the requirements above
3. at least one but no more than two conference schedules (see requirements ab



CALL 3: Keynote speakers’ requirements and requested application documents:

The second keynote speaker is supposed to be an expert for the topic **“school partnerships”**. She or he will give a keynote speech addressing the meaning and role of partnerships between schools in Tanzania as well as with foreign schools worldwide.

This first speech is to be given on 6th of August. The Keynote-Speaker is expected to take part in the two workshop-phases following her or his keynote speech and give further insights and information when asked by the participants.

The second speech will be about the environment in which schools operate in order to conduct inter- and national school partnership work. It will give future trainers an insight on what to expect when working with schools in that context.

This second speech will be given on 9th of August. The Keynote-Speaker is expected to attend the schools camp conference and the ToT on the 5th up to the 10th of August. During these days, he or she will be member of the facilitator-team and support the two leaders of that team.

TYC is asking applicants to apply for the task as a keynote speaker for the topic “school partnerships” who is...	
1.	...familiar with the topic “school partnerships” and youth exchange visits
Selection criteria:	The applicant is an expert for that topic and has worked within that field of issue for at least two years. She or he will summarize her or his knowledge on that topic in a motivation letter. The applicant took part in at least one youth exchange visit either as a participant or preferably as a group leader. TYC will prefer applicants who have youth exchange experience on an international level.
2.	...familiar with their target group, one being students and youth workers and the other being teachers
Selection criteria:	The applicant has at least one working experience with the target groups (e.g. consulting schools, worked with teachers and/or students and or youth workers). She or he will summarize her or his working experience in a motivation letter.
3.	...skilled in presenting at conferences
Selection criteria:	The applicant has been part of at least two conferences as a keynote speaker or similar. She or he can hand in at least one conference schedule where she or he had an active part.

Application documents:

The applicants are requested to send their applications to erick.crispin@tzyc.org and copy [in-info@tzyc.org](mailto:info@tzyc.org) before **28th July 2019**. If the applicant fails to send in the all the documents listed, the application cannot be considered.

1. Motivation letter addressing the requirements above
2. Curriculum vitae addressing the requirements above
3. at least one but no more than two conference schedules (see requirements above)



CALL 4 Awareness team leader requirements and requested application documents:

TYC needs **one rapporteur/report writer, who will also be a leader of an Awareness team** to support the participants of the conference as well as the ToT. The rapporteur will be responsible for report writing for both the Schools camping and ToT in Kilimanjaro. The focus of the Awareness team is to ensure that all participants feel safe and secure during the two events in terms of any form of conflict and discrimination.

TYC is asking applicants to apply for the task as a rapporteur as well as awareness team leader.	
1.	The Rapporteur or report documentation should be able to capturing what has been shared, discussed or agreed upon by the groups from the Schools camping and ToT. The documentation exercise should have the overall expected outcome of the Schools camping conference as well as of the ToT-Workshop in mind.
Selection criteria:	The applicant has at least one working experience as a rapporteur. She or he will hand in one report she or he wrote.
2.	The awareness team leader is aware of several forms of border-crossing of personal borders and conflict situation such as intimidation and similar that can occur on major events and activities
Selection criteria:	The applicant has at least one working experience with public events and activities where he or she also supported the well-being of the participants. She or he will summarize her or his knowledge on this topic as well as her or his working experience in a motivation letter.
3.	The awareness team leader is aware of several forms of discrimination that can occur on major events and activities
Selection criteria:	The applicant has knowledge on this topic (e.g. legal and similar). She or he will summarize her or his knowledge on this topic as well as possible working experience in a motivation letter.

Application documents:

The applicants are requested to send their applications to erick.crispin@tzyc.org and copy info@tzyc.org before **28th July 2019**. If the applicant fails to send in the all the documents listed, the application cannot be considered.

1. Motivation letter addressing the requirements above
2. Curriculum vitae addressing the requirements above



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3. One report of an event addressing the requirements above