



TERMS OF REFERENCE: REVIEW OF REGIONAL TRAINING CENTRE AND MASTER WASH PROJECTS FOR UPCOMING MIDDLE EAST LEARNING PROJECT

Duration of the Review: 20 working days
Expected Start Date: 15th Nov 2020

1. Background

Bioforce is a French NGO, leader in training provision, credited by the international humanitarian community. For more than 35 years, our team, mainly made up of humanitarians, has been creating, developing and strengthening the skills of people and organisations providing aid in crisis zones, ensuring that our response is adapted to their needs.

Bioforce is currently carrying out an assessment to provide the framework to launch its training offer in the Middle east. In order to inform this work, Bioforce wishes to capture the essential lessons learnt from two relevant projects:

- The setting up of a Bioforce regional centre for Africa based in Dakar (called “CFBA”).
- The development, with a local university partner, of a master’s programme in Amman (on-going)

2. Purpose and Justification of the review

The aim of this review is to gather the essential lessons learnt from the two above mentioned projects in order to inform the future set up in the Middle East.

The results of this exercise will be shared with the person in charge of the assessment for the new Middle East set up project

3. Objectives and scope

To review, evaluate and document achievements, effectiveness, shortcomings- and formalize a list of recommendations with respect to the following elements:

- The set-up of the regional training centre based in Dakar:
 - Geographical location and range of intervention
 - Size of the initial project and Funding strategy
 - Business/economic model
 - Partnership strategy: integration of this tool into partners’ strategies
 - Type of intervention: Training Centre approach
 - Identification of training offer/needs analysis
 - Organisation set-up (Organigramme/Sourcing and recruitment)

- Communications strategy
- Focus on HQ relations regarding: HQ type of support, collaboration with the existing Training centre in Lyon and Technical direction
- The Wash master's project:
 - Review of decisional process to initiate the project
 - Type of Intervention: collaboration with an academic partner
 - Needs analysis (market survey etc.)
 - Mission setup
 - Mission/HQ relations and HQ support
 - Collaboration with Technical Direction

For each of the elements to be considered, the approach to be taken is:

- What worked well
- What needs to be improved
- Recommendations

4. Outputs

Final output is expected in report format. The report should be submitted in English language and should be of high enough quality to share with outside agencies, donors or interested third parties. The maximum acceptable length of the report would normally be 30 pages (annexes excluded).

The expected annexes are:

- List of People interviewed
- List of important documentation consulted
- Data collection instruments
- Programme of the Review
- Terms of Reference of the Review
- Desk Study

5. Qualifications Skills and Attributes Required for the consultant

The assignment will be contracted to consultants with experience in the substantive area of humanitarian action, and learning and development.

The international consultant should have:

Education

A university degree at the post-graduate level in the social/political sciences, management, learning and development or other relevant field of study.

Work experience/skills

- Minimum 5 years of experience in humanitarian project management/learning and development in the humanitarian sector
- Solid experience in carrying out evaluations
- Excellent analytical and report writing skills
- Good people and communication skills

Languages

Fluent English and French

6. How to apply

Interested applicants are requested to submit their application to rhsiege@bioforce.org with the reference "*Bioforce's projects review*" not later than **1st of November 2020**. Application should

content: and Letter of introduction

- Methodology
- Budget proposal