Request for Consultancy Service

Terms of Reference for Trainer (Online)

Project Title: “Addressing Domestic and Familial Violence among LGBT in Myanmar”

Objective of Consultancy: To train LGBT participants about how to address DV/FV and promote a culture of zero tolerance for DV/FV in LGBT communities

Period of Consultancy: Seven days

1. Project Background

Equality Myanmar (EQMM) is a nongovernmental organization that facilitates a broad range of human rights education activities, advocacy programs, and research projects which target civil society organizations and grassroots communities.

EQMM is currently conducting a 22-month project aimed at mitigating the problem of domestic and familial violence (DV/FV) within the LGBT community in Myanmar through research, advocacy, and capacity building of LGBT groups.

The project is funded by OutRight International and EQMM is implementing the project in partnership with LGBT Rights Network.

2. Description of Assignment

In the context of the project, the consultant will train LGBT participants about how to address DV/FV and promote a culture of zero tolerance for DV/FV in LGBT communities. The training will take place over five consecutive days and will be delivered online.

EQMM will provide the consultant with a training curriculum that was recently designed for the purpose of this project. The consultant is expected to review the training curriculum, conduct a brief needs assessment of the participants, deliver the training, and write a narrative report.

EQMM will select participants and provide communication costs for the participants to attend the training through an online platform (also provided by EQMM).

Specifically, the consultant agrees to:

- Review EQMM training curriculum and prepare final session plans for an online training
  - If there are any gaps in the curriculum, the consultant needs to propose changes prior to the training so that it is practically usable. EQMM reserves the right to approve or reject any changes to the design.
  - The consultant will send a finalized agenda at least 5 days before the training date
  - Each day’s session should run for approximately 3 hours
  - Homework assignments should be included in the training plan

- Conduct a needs assessment and post-training assessment of the participants selected for the training
The consultant will develop a set of questions based on the EQMM curriculum and conduct a survey / pre-test among participants assessing gaps in knowledge, skill, and attitude. The consultant will provide these questions to EQMM at least 5 days before the training.

- The consultant will conduct a post-training assessment using the same questions.
- The consultant is encouraged to use mixed methods, such as a pre-test along with interviews.

**Conduct online training for LGBT participants over 5 days**
- The consultant will lead the training over an online platform, most likely Zoom, in accordance with the agenda and following the EQMM curriculum.
- The training style should be engaging, learner-centered, and utilize creative approaches as much as possible.
- The consultant should be sensitive to participant needs and responsive to feedback.

**Document the training with a narrative report**
- Following the training, the consultant will write a narrative report in English about the training.
- The narrative report should be results-focused, with a summary of the training, as well as reflections on the challenges and achievements, recommendations for future trainings, and an analysis of the evaluation results.
- Where possible the consultant should provide photos or screenshots to illustrate the narrative report.

### 3. Main Deliverables

**To submit no more than 5 days before Training:**
- Training agenda
- Session plans (if there are any changes to the curriculum)
- Needs assessment questions

**To submit no more than 5 days after the Training:**
- Narrative Report, which includes pre- and post-assessment results

### 4. Period of Work

7 days

### 5. Supervision

The consultant agrees to work under supervision of the Executive Director in regards to all technical matters related to content subject matter and training delivery. The consultant will work under supervision of Projects and Advocacy Manager (PAM) for all project and contract management matters.

### 6. Qualification of the consultant

- Locally-based trainer with at least 5 years’ experience designing and delivering trainings about human rights and LGBT rights
- Strong understanding about LGBT rights and demonstrated work with LGBT communities
- Understanding the subject matter of DV/FV and able to work with vulnerable groups in a non-discriminatory manner
- Responsible, organized, and responsive to email and phone calls
7. How to apply

Interested applicants may send:

- Technical Proposal
  - Should include information about your relevant experience
  - Identification information as shown on your ID
- Curriculum Vitae (CV)
- Proposed Budget for the whole assignment not exceeding 980,000 MMK

If you are interested in applying for this position please submit the following to hr.eqnm@gmail.com not later than 26 June 2020, (4:00) PM.