



## **TERMS OF REFERENCE FOR TRAINING**

### **I. Background of ADRA in Vietnam**

The Adventist Development and Relief Agency (ADRA) is a global humanitarian organization of the Seventh-day Adventist Church, demonstrating God's love and compassion. ADRA has a presence in over 134 countries world-wide

In 1988, ADRA began operations, across Vietnam through ADRA Indochina, with the shipment of medicines from the USA. ADRA's office has been located in Hanoi since 1993 and has implemented more than 200 projects in over 50 provinces across Vietnam. Currently, ADRA is implementing projects across the provinces of Cao Bang, Hanoi, Thai Binh, Tay Ninh, Binh Phuoc, Can Tho and Vinh Long and its major areas of involvement are divided into 5 core portfolios:

- Community and grassroots development and Good governance
- Livelihoods improvement
- Climate change adaptation and mitigation
- Disaster risk reduction and Emergency response
- Health education

### **II. Overview of the project**

Project names:

1. *Climate Resilient Agriculture and Renewable Energy for Sustainable Livelihood Improvement (CARE) Project, Phase II*
2. *Community Empowerment on Disaster Risk Reduction and Climate Change Adaptation for building safety and resilience (CEM) Project*

Project period: 2017-2020

Project location: Bao Lac district, Cao Bang Province

Project overall objectives:

1. Community-based organization set up and functioning for the benefit of the local villagers and community development
2. Training provided in community development skills, good governance, relevant agriculture techniques, WASH, DRM and Climate change adaptation, renewable energy and Energy efficiency

3. Safety and resilience of marginalized ethnic minority communities have increased through improvement of preparedness and response mechanisms by engaging local authorities and communities in reducing vulnerability to natural disasters and climate change in Bao Lac district of Cao Bang Province
- Project intervention:

Detailed intervention:

1. To set up CDCs with participation of marginalized ethnic minority members
2. CDC functioning and managed by the CDC leaders for community and economic development
3. The capacity of CDC members in livelihood development is improved through WASH, CCA, DRM trainings, livelihood development options and opportunities
4. Awareness of and knowledge in other related social and environmental aspects of CDC members are improved to support the holistic and sustainable nature of livelihood development
5. Income generation schemes are developed and piloted by CDCs with the support of the implementing partners

The projects are implemented in collaboration with Cao Bang Women Union and local authorities from project location.

### **III. Objectives of the works:**

To conduct the ToT trainings on: Climate smart chicken raising techniques.

### **IV. Scopes of work:**

1. The consultant will provide training courses on the required topics
2. Develop training contents and curriculums
3. Design pre-training and post-training tests;
4. Deliver training sessions at project sites
5. Collect and report post-training assessment results.

### **V. Time frame and venue**

1. Time: tentatively in April 2018
2. Venue: Bao Lac, Cao Bang

### **VI. Deliverables**

1. Detailed training agenda
2. Training materials, pre-training and post-training tests; hand-outs
3. Final Vietnamese report

### **VII. Reporting and work relationships**

1. Contracted consultant will report to Programs Director for this assignment.
2. Contracted consultant will work in close collaboration with ADRA project team during the preparation and conduction of the tasks.

### **Qualification required for the Consultant(s)**

1. Nationality: Vietnamese;
2. Master Degree in Agro-forestry;
3. Has conducted the relevant trainings and been familiar with Bao Lac, Cao Bang is an asset;
4. Experience of conducting the same trainings before with application of FFS approaches;
5. Relevant fields, with a minimum of 05 years relevant experience on chicken raising;
6. Experience in working with NGOs and CSOs is an advantage;
7. Knowledge of working at grassroots level;
8. High teamwork spirit and effective facilitation skills;
9. Familiar with the agriculture techniques especially the ones applicable in Cao Bang;
10. Excellent command of Vietnamese.

### **VIII. Application submission:**

- Deadline for application: April 14<sup>th</sup> 2018
- Interested consultants can email applications to [tuyendung@adravietnam.org](mailto:tuyendung@adravietnam.org) including Curriculum Vitae, brief proposal of the training content, total working days with a daily rate, total estimated cost and records of recent trainings completed.
- Interviews will be arranged as soon as ADRA receives qualified applications on a first-come-first-serve basis. Only shortlisted candidates will be invited for an interview.

## Kế hoạch Tập huấn

Tên lớp: **Kỹ thuật chăn nuôi gà theo phương pháp an toàn sinh học, thích ứng BĐKH**  
 Thời gian: tháng 04-05.2018  
 Địa điểm: Các xã dự án – huyện Bảo Lạc, Cao Bằng  
 Yêu cầu: Máy chiếu, VPP, Địa bàn thực hành, vật tư phục vụ tập huấn

Ngày	Công việc	Số ngày	Người làm
Tháng 04-05.2018	Chuẩn bị tài liệu tập huấn, gửi ADRA comments chương trình tập huấn, chỉnh sửa theo yêu cầu, ADRA phê duyệt nội dung tập huấn	03	Giảng viên, Chương trình, Dự án
	Đi địa bàn công tác, chuẩn bị tập huấn	01	Giảng viên, Dự án
	Tập huấn lớp 1, P1 – Dự án CARE2	02	Giảng viên, Dự án CARE
	Tập huấn lớp 2, P1 – Dự án CEM	02	Giảng viên, Dự án CEM
	Kết thúc Phần 1 tập huấn	01	Giảng viên, Dự án
	<b>Nghỉ 7-10 ngày để người dân xây dựng chuồng trại</b>		
	Đi địa bàn công tác, chuẩn bị tập huấn	01	Giảng viên, Dự án
	Tập huấn lớp 1, P2 – Dự án CARE2	02	Giảng viên, Dự án CEM
	Tập huấn lớp 1, P2 – Dự án CARE2	02	Giảng viên, Dự án CEM
	Kết thúc Phần 2, chuyên gia trở về	01	Giảng viên
	Viết, Nộp báo cáo tập huấn	02	Giảng viên
	<b>Tổng số ngày làm việc</b>	<b>17</b>	

Số ngày làm việc và chi phí chia đều cho 2 dự án CEM và CARE2