

Terms of Reference

Development the learning and training Module/Curriculum for #We See Equal Project

Background

Save the Children with support from P&G developing a program to promotes gender equality as a right and a healthy lifestyle for school age girls and boys in 2 district of West Java in Kabupaten Bandung and Kabupaten Cianjur. Gender inequalities and stereotypes affect everyone and are only resolved by involving both sexes. Gender equality awareness and senzitization is a building block to ensure girls and boys make healthier choices and live more fulfilling lives.

Gender based violence (GBV) is widely tolerated and sustained by social instituitons including schools. School related Gender Based Violeance is a serious violation of a child's right to education and has lasting negative impacts on children's attitudes, beliefs and behavior's regarding gender. According to a 2014 International Center for research on Women (ICRW) survey 84 percent of children in Indonesia experience violence in schools. This violence includes acts of sexual, physical or psychological abuse inflicted on school children perpetuated by stereotypes and social norms. Studies also highlight a distinct difference between boys and girls expereince of vulnerability to violence showing that girls are greater risk of abuse.

A school based program intervention-education is priority. Violence in school largely goes unreported. Students may not report incidents out of fear of retaliation, punishment or ridicule or because they accept violence as a normal part of school life. Teachers may fail to report an incident as they consider it insignificant or may not report incident to protect a colleague. In this way violence continues to be accepted and perpetuated. School are also an exelllent forum for allowing access to and educating very young adolescent (ages 10-14) about gender equality, non-violent behavior, puberty and sexual reproductive health. Schools in the targeted areas have to potential to bring about social change and need to simultaneously promote gender equality and a violance free environment.

Based on the above, the #We See Equal project seeks the support from a qualified institutional consultant to conduct the individual/institution consultations to develop a curriculum/ module and facilitate training with the pool of the trainers. The consultant firm is expected to customize Save the Children's Choices Module/ Curriculum based on recommendations and inputs on the local context and from the project.

2. Objectives of the Consultancy

The Curriculum/ Modules (learning materials) will be adopted from CHOICES, combined with the local context in West Java.

The consultant firm will develop a curriculum to improve the knowledge, attitudes and practices of adolescent girls and boys around equitable gender norms through a training for the trainers,

peer educators, teachers and parents (fathers and mothers). The training to promote gender equality will address specific aspects such as the following in order to promote healthy life skills.

- Child Marriage
- Violence Prevention (including online bullying)
- Healthy Life Skill and hygienic practices (including Menstrual Hygiene Management, Puberty Education, Adolescent Sexual Reproductive Health)
- School Related Gender Based Violence (Unesco, MOEC)
- Future planning (goal-setting) for boys and girls
- Other health and social concerns in the communities of Bandung and Cianjur.

This consultancy aims to document and develop the curriculum and training modules of # We See Equal project based on Save the Children's project design and working plan, and also combine with other external resources (Government, local and international non government (NGO)) that are relevant. The consultant firm will also train master trainers to use those modules for the student, teacher and parent trainings. These master trainers will be from Save the Children and the Government system.

3. Scope of work

The consultant firm of the Curriculum content and training module is required to

- Develop an outline of the module (adapted from CHIOCE)
- Develop content for selected theme/topic/session appropriate & applicable for training of trainers, student, teacher and parent training.
- Using existing local, national or international literatures and experiences as much as possible
- Incorporated new knowledge, information, government regulation, international standard if any
- Developing training methodology in every particular sessions/theme/topic, developing session plan and supporting material including facilitation notes for the training
- The consultant firm will facilitate the TOT for the Pool of Master Trainers as assigned by Save the Children.

Some of the key references for the consultancy are noted in the footnotes below:¹

4. Criteria of Consultant Firm:

We see equal project is looking for interested consultant firm in the region that has experience working in or has strong affiliation in the field of SRGV, gender, adolescent reproductive health. Candidate should have the ability to turn knowledge content into practical training module/curriculum.

To come up with those working scope, selected consultant firm should at least meet this following qualification:

¹ CHOICES, VOICES and PROMISES, Global Early Adolescence Survey (GEAS), UNESCO guidance Comprehensive Sexuality Education, ICT Watch, 1. Greene, M, Robles, O, Stout, K and Suviaalso, T (2013) A girl's right to learn without fear, working to end gender based violence at school. Working Plan International; PKBI, MOEC, GREAT curriculum; MHM Guidelines by UNICEF Indonesia.

- Experience in developing training modules that follow adults learning principles and conducting of trainers courses that improve capacities of trainers as well as familiarize them with the training materials.
- Experience in implementing training of active learning and integrate certain themes into the curriculum.
- Personnel on that firm have good analytical and writing skills
- Personnel on that firm have good knowledge of and experience with adult learning and competency-based training methodology
- The firm or personnel behind the firm has expertise with topic of education, parenting and familiar with issue of Child Marriage, Violence Prevention (including online bullying), Healthy Life Skill and hygienic practices (including Menstrual Hygiene Management, Puberty Education, Adolescent Sexual Reproductive Health, School Related Gender Based Violence, Life skill for the Future planning (goal-setting) – for boys and girls

5. Deliverables

The consultant firm shall receive a fee as compensation for services and the final product as follows:

- An outline of the module (learning content, background literature, related reading, supporting materials, links etc)
- 1 (one) adaptable training curriculum with the methodology, exercise training tools and facilitation notes, power point.
- An module in softcopy format both ready to print out and in MS word

6. Time frame:

No	Timeline	Activities	Deliverables
1	July, 2-7 th 2018	Conduct a rapid review of existing CHOICE Module and Collect materials that can be combined with the CHOICE module Develop an outline of the module/curriculum and the training module in English and Bahasa	Local context material ready to combine to CHOICE module An outline of the Module, training module
2	July, 9-14th 2018	Develop and revise learning and training content (sessions, trainers guide) in English and Bahasa & share for review to the project team then collect and prepare for testing to Save the Children staff	Draft of learning and training content
3	July, 16-21th 2018	Pre-test the module to a pool of trainers from SC staff and government and receive feedback on the training.	
4	July, 21-31th 2018	Revise the modules Finalize the modules and teaching guidance (Bahasa) Submit to Save the Children to get approval	Final draft Module ready for pilot with students in new academic year.

7. Term of payment:

Payment will be made in three installments:

- First payment is 30% (thirty percentages) of the total contract amount after consultant submit an outline of the learning and training module/curriculum
- Second payment is 40% (forty percentage) of the total contract amount after consultant delivered 1st first draft of module
- The final payment is remaining 30% (thirty percentages) of the total contract amount after consultant submits final module (in Bahasa)

Payments shall be made upon the submission and approval of deliverables to the Program Management, and an invoice to the Finance Department Save the Children Bandung. The invoice should include the following information: Name of payee, description of payment request (e.g., down payment for We See Equal Module). Preferred mode of payment should also be indicated. Upon receipt of funds, a receipt voucher must be sent to Save the Children Indonesia.

All payments shall be made by bank wire transfer.

7. Submission Proposal:

Proposal must be sent via email to : procurement.indonesia@savethechildren.org by the latest of 07th June 2018 , Time : 17.00 WIB. With subject : WeSeeEqualProject-(Organization Name)