

**Dünya Doktorları Derneği – Doctors of the World**

**General and Technical Terms**

**“Community outreach Training for**

**CMs and CHWs”**

**‘Idleb’**

**Terms of Reference (TOR)**

**Objectives:**

* Capacity building of staff working (case managers (in the Mental Health sector and CHWs inside Syria.
* To carry out training that is based on WHO guidelines.
* Total Number of training days: 6 Days every Group 2 Days.
* Location: Idleb district.

**Background:**

Medicines du Monde Turkey (MDM-T) / Dünya Doktorları Derneği (DDD) is a Turkish based humanitarian non-governmental organisation that facilitates access to healthcare for populations affected by armed conflict, violence, natural disasters, disease, famine, poverty and exclusion.

Our organization collaborates with partners and key stakeholders to implement projects that facilitate access to primary and secondary-level healthcare services to respond to the medical needs of displaced population.

Since the beginning of the Syria and Iraqi crises, Turkey has become host to over 3 million refugees, migrants and asylum seekers that led to an increasing demand for health services in Turkey, specifically in Hatay, Izmir and Istanbul. In Syria, DDD runs health facilities in Idlib and Afrin provinces to deliver health-related services to IDPs.

**Importance summary**:

Providing Trainings In specialized topics for case managers and CHWs:

helps develop their professional and technical capabilities in outreach program.

An outreach program aims to help, uplift, and support those who are deprived of certain services and rights. It involves giving learning, social planning, health support, and other projects for their welfare.

As usual, a program must be organized to use resources and aid to fulfill a goal. Successful community outreach programs must have project leaders at their core. They take charge of promoting, searching for donors and volunteers, and recording details about the outreach. Planning programs for the community can help solve a greater need for a long-term plan toward social progress. Further, other program members must join hands to plan and source out more assets and means to create more long-term solutions and voluntary efforts.

Having that said; why the need to start or join an outreach program? The main purpose is to help achieve a goal for the greater good. This is by choosing a specific group, analyzing their needs on certain issues, and therefore building a program to aid them in learning, recovering, or becoming self-sufficient.

**Training Objectives**

* Trainees understand the main terms related to Community Outreach.
* Performing a Community Assessment to Support Outreach, Efforts Community Assessments, Preliminary Community Engagement Strategy.
* Priority Communities for Outreach
* Engagement Strategies
* Community-Based Work approach
* Community Outreach Activities
* Develop SMART Communications Objectives

**Traıning Topics:**

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| --- | --- |
| **Topic** | **Suggested Days** |
| Community Outreach | Three groups, Total Six Days Every Group Two Days |

**Target Group:**

* **Total number of Attendees: 37 divided into 3 groups each group will receive 2 days training.**

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| --- | --- |
| Position | Number |
| CHW | 24 |
| Case Managers | 13 |
| Total | 37 |

**Scientific qualifications of trainers:**

* Bachelor's degree in Psychology or Psychological Counseling or Education or relating it, preferably postgraduate studies
* Experience in mental health and Case Management and Community outreach a minimum of 3 years
* Experience in provide advanced trainings for a period of not less than three years
* Got and attended to advanced trainings in mental health and case management Community outreach from accredited educational/organizations centers “a specific clinical approach such: cognitive-behavioral therapy, humanitarian therapy, family therapy, or the like.”
* Able to prepare and train in supervision case management & Community outreach and mental health.

**Final Deliverables:**

* One continuous Training package (three sessions through two weeks) completed and report submitted, the report should include Overview, Comparison between Pre and Post Test, Test Result Analysis, Training Course Evaluation and Trainers Evaluation.
* Timeframe and deadlines: This assignment is for training based DDD training hall in Qah -Idleb/Syria. for a period of 2 working months between January 2022 - \March 2022. It is likely to commence in January 2022.
* Preliminary and final tests shall be conducted for each training in a professional and fair manner and the results shall be submitted to the training department.
* The certificates signed, stamped, including DDD logo and well-designed for the trainees shall be issued and presented at the end of the training and delivered to the trainees.
* The scientific material for trainees in Arabic should be delivered by the supplier before the start of training.

**Technical COVID19 measures inside training hall**

* Taking in consideration all the preventive measures, including wearing personal protective equipment for all trainers and assistants, and supervising the compliance of the trainees with these procedures.
* Division of groups according to the recommendations of the World Health Organization to adhere to the social distance
* Excluding any trainer or trainee who has symptoms of influenza until he is ruled out infection with COVID-19.
* **Please attach: - Training Agenda (with time outline table).**
  + - **Trainers’ certificates, TOT certificate - CVs.**
* **Comments: If you have more than trainer for this training, list them**

**Specifications and conditions to be met:**

1. Provide paper stands as needed to display the work of trainees
2. Enough stationery for all trainees.
3. Food, one lunch meal should be provided daily for trainees within agreed times and be of good type after agreement with the administrative body.
4. Provide full hospitality for the trainees at the times of training breaks (cake, juice, coffee, tea, herbal tea) with providing fruits after each lunch.
5. No need for accommodation for trainees.

**Selection criteria:**

* Based on the lowest possible price, the technically acceptable source selection process awards acceptance to the bidder who offers the lowest price that meets or exceeds the technical acceptance criteria, while respecting the delivery schedules.
* Technical capacity is evaluated through the quality of the elements or services proposed that meet the minimum technical specifications set forth in this RFQ.
* The offer must be valid for 90 days from the date of RFQ receipt

**Price implications:**

* According to the required RFQ, and by calculating the cost of the training day as a total value, as shown in the RFQ. (37 trainees divided into 3 groups each group 2 days training) and all the above mentioned, especially:
* (Lunch meals - hospitality of all kinds - as mentioned above – scientific printed material - preparation of pre-training - examination fees and issuing certificates – stationery - and the above mentioned under technical and general conditions).