



TERMS OF REFERENCE FOR FUTURE IS BRIGHTER YOUTH TRAINING: PROFESSIONAL DEVELOPMENT

Name and title of the requester: Innovative Solutions for Sustainable Development Association

Date: 16.04.2024

Deadline for Submission of Proposals: 21.04.2024, 18:00 pm Turkey Time

Location: Face-to-face trainings (Adıyaman, Türkiye)

1. Introduction

ISSDA is looking for consultant trainer(s) to deliver the face-to-face training (1 or 2 sessions) and online follow up sessions (if required) of the professional development training series. The training is planned to be delivered in Turkish to youth and adolescents aged 15-25 who reside in earthquake-affected areas in Adıyaman.

2. About Future is Brighter Youth Platform

Innovative Solutions for Sustainable Development Association (ISSDA) has been operating **Future is Brighter (Gelecek Daha Net) Youth Platform** for over 10 years. GDN is the main program of ISSDA to implement youth empowerment projects. GDN (Future Is Brighter) is an online and offline vocational orientation platform that provides innovative tools for youth aged 15-29 to guide and equip them to become self-determined individuals. Services vary from online mentoring, coaching, training, surveys, and videos to offline workshops, youth camps, etc.

More information about the Future is Brighter Youth Platform:

<https://gelecekdaha.net/homepage/about-us/>

Purpose and Coverage

The main aim of this consultancy is to prepare one or two sessions academy flow, provide the determined (1 or 2) sessions training in face to face format for each target group determined below. Online follow up sessions will be organized if required by the local team (up to 3 sessions)

Target Group/Participants

Youth aged between 15-25 years old who are currently living in Adıyaman is the main target group. Future is Brighter Youth Project's main implementation area is container camp.

30 youth who are between 18-25 years old and currently enrolled in university education, recently graduated from high school, or recently graduated from university (1 cohort)

30 youth who are between 15-18 years old and currently enrolled in high school (1 cohort)

Scope of work

Methodology

The academy training will aim to provide professional development support through interactive training. Core skills aimed to be supported; self-awareness, job-seeking, career development, career goals and professional as well as social networking skills.



For both target groups; the academy program will be delivered in approximately 1 or 2 face-to-face training sessions and online follow-up sessions, if needed. Individual follow ups by the local team on each youth's personal and professional development will take place on a bi-weekly basis and the consultant is expected to provide supervision support to the local team.

Themes

The draft themes are pre-determined in close collaboration with the local institutions and the needs assessments implemented with youth in Adıyaman.

The main themes and topics that are expected to be covered as follows and expected to be further detailed by the consultant(s):

- Presenting Yourself, Story Telling (high school students and high school graduates)
- Career Planning and Career Options (university enrolled students)
- Job Searching and Applications (university enrolled students)
- Professional Networking (both target groups)
- Presentation of different career options with role models - both target groups (will be coordinated with ISSDA team)

Time Frame

Please note that the time frame will be exactly determined during the term of consultancy, and here it is presented as the initial draft plan:

Between April 2024 - June 2024.

The scope of work may need to be updated according to the request and requirements of the project and/or with the guidance of the consultant trainers. All the necessary primary data required at the design stage and in the proposal will be provided by the Project Coordinator.

The expected outcomes: Preparing and delivering the training series with the expected outcome:

- The participants improve their employability skills through professional development
- The participants set their career goals and start seeking internship and employment opportunities
- The participants complete the program with close follow-up, and guidance of the local team.

4. Duration and time frame

The consultancy is expected to last for a maximum of 8 weeks, negotiable (to be finally concluded after having received the consultant's budget and offer) and divided as follows:

Preparing the content (with key learning outcomes, pre and post-assessments, interactive activities, self-study and group assignments to be carried out by the local team members upon the completion of the trainings)

Delivery of the training (1 or 2 trainings for two target groups)

Follow up with the local team upon the delivery of the training to answer participants' questions (up to 3 sessions)



Submission and approval of the final assessment, including evaluation of key learning outcomes, and evaluation of their key competencies.

The consultancy is expected to start as soon as possible.

5. Consultancy Competencies, Experience, and Skill Requirements

- University Education in relevant field
- A minimum of 8 years of relevant experience related to professional skills development training
- Sound experience in coordinating and delivering trainings with especially vulnerable youth
- Fluency in Turkish and English

6. Offer Requirements:

- Detailed proposal covering the methodology and training modules and the flow of participant assessments and 1-1 guidance structure
- Time Plan
- Financial Offer in Turkish Lira and including VAT
- CV (s) of the Consultant/Experts outlining previous experience
- References to prior experience
- Tax Certificate
- Circular of Signature
- Trade Registry Gazette
- Chamber of Commerce Registration

*Please note that travel and accommodation expenses will be covered by the ISSDA.

7. Assessment

Technical Evaluation (50%) and Financial Offer (40%), Sustainability (10%)

Inclusion and Diversity:

Proposals must showcase a commitment to inclusivity, ensuring program content and delivery address the diverse needs of youth, including those in container camps.

Proposals should demonstrate cultural sensitivity and an understanding of Adıyaman's local context, with program content respecting and aligning with cultural values.

Community Engagement:

Consultants should outline strategies for active community involvement, seeking input from local experts and institutions in the design and delivery of the professional development program.

Adaptability, Flexibility and Localization:

Consultant(s) are encouraged to showcase program's flexibility to adapt to evolving participant and community needs, with a commitment to adjusting methodologies based on feedback and assessment.

Consultant(s) also encouraged to leverage local talent pools in line with the local needs.

Environmental Considerations:

Proposals should integrate eco-friendly practices into program delivery, considering the environmental impact of materials and transportation.

Long-Term Support and Follow-Up:



Proposals should outline a strategy for long-term support and follow-up, ensuring participants continue to benefit from the program's impact after its formal conclusion.

[The Child Safeguarding Policy of Innovative Solutions for Sustainable Development Association \(ISSDA\)](#) is at all times applicable to all relevant stakeholders, including partners - community workers, volunteers, interns, consultants, contractors/suppliers, and others working with ISSDA.

Submission of detailed proposals and offers should be sent via email to operations@gelecekdaha.net before **21 April 2024**, 18:00 Turkey time.

For any questions and inquiries, please contact the ISSDA team at operations@gelecekdaha.net before **20 April 2024**, 12:00 Turkey time.