

**TERMS OF REFERENCE
TRAINER TO CONDUCT TRAINING FOR DOMOVIK YOUTH CLUB**

Document published on July 03rd 2023.

Duration of Assignment:

Approximately for the period of one month (preferred start on 13th of July 2023), maximum of 6 working days within.

1. BACKGROUND

Supported by the European Union Office in Kosovo Domovik is implementing Strategic Plan for 2019-2023. As the majority of Domovik's activities are focused on the well-being of children and youth and the meaningful development of their abilities and skills, we are determined to be the leaders among the civil society organizations operating in this area.

NGO Domovik from Mitrovica North was established in 2010. The organization is active in the fields of child rights and child protection and implements activities dealing with psychosocial support and healthcare, social and legal protection, education, and the overall well-being of children, youth, and members of vulnerable groups. NGO Domovik actively analyses the needs of young people and their communities and promotes solutions and initiatives by developing programmes for children also increasing capacities of young people to participate and to amplify their voices by being connected, actively engaged, empowered and equipped with the necessary skills to create solutions for unmet social needs through experiential learning opportunities, and ensuring their participation in the decision-making processes at all levels, and enabling unobstructed access to civic space.

2. OBJECTIVE AND SCOPE

The process of conducting four days training sessions for Domovik Youth Club-Youth Camp should cover the following objectives:

1. To prepare work plan, agenda and material to be used during the implementation of the training;
2. To conduct four-day training sessions;
3. To submit the final report on the training implementation with evaluation based on Domovik's inputs.

It should be emphasized that all relevant documents, available at Domovik, will be provided upon request of trainer.

3. ROLES AND RESPONSIBILITIES

3.1 Trainer:

The trainer will be responsible for:

- Preparing a detailed work plan, agenda and material for the training implementation;
- Conducting four-day training sessions;
- Support in designing initiatives that would initiate by youth groups;
- Submitting the final report on the training implementation.

3.2 Domovik:

Domovik will have the responsibility for the overall management of the training, and this will include the following:

- Reviewing and approving the proposed workshop agenda;

Trainer to conduct training for Domovik youth club

- Providing technical and logistical support for conducting trainings;
- Ensuring that Domovik management staff provide all necessary documentation;
- Inviting members of Domovik Youth Club;
- Monitoring the delivery of milestones.

4. KEY DELIVERABLES

- Four-day training session;
- The final report and timesheet.

5. DURATION AND TIMEFRAME

For the period of six days.

6. QUALIFICATIONS AND COMPETENCIES OF CONSULTANT

- A University degree in Psychology, Pedagogy, Social Work, Sociology, or a related discipline;
- A minimum of five (5) years experience in developing and conducting trainings to adolescents and youth;
- Strong interpersonal skills;
- Excellent analytical, oral and written communication skills in Serbian and English;
- Strong interpersonal skills and the ability to communicate and collaborate well with diverse people.

7. APPLICATION PROCEDURE

Applications must be sent in English or Serbian and entail the following:

- Expression of Interest and availability;
- CV;
- Expected remuneration, in the form of gross fee.

8. ZERO TOLERANCE ON SEXUAL EXPLOITATION AND ABUSE

Domovik applies zero tolerance on Sexual exploitation and abuse. It is, therefore, required that the interested candidates read and understand the *Anti-harassment, intimidation, and bullying policy* and *Child Safeguarding Policy*. The policies are available in Programmes/Policies section of www.domovik.org web site, or through links: <https://domovik.org/wp-content/uploads/2021/12/NGO-Domovik-politika-protiv-zlostavljanja-zastrasivanja-i-uznemiravanja.pdf> ; and <https://domovik.org/wp-content/uploads/2021/12/Politika-za-zastitu-deteta.pdf>

Expression of Interest clearly named as “TRAINER TO CONDUCT TRAINING FOR DOMOVIK YOUTH CLUB” can be submitted at email addresses office@domovik.org, c.djordjevic@domovik.org or as a hard copy at the address Sutjeska bb, L1, Mitrovica North, before **10th July 2023, 16:00** hours local time. Only short-listed candidates will be contacted.