



TANGANYIKA CHRISTIAN REFUGEE SERVICE

TERMS OF REFERENCE

Design and Production of Training Materials for Limited Educated Beneficiaries (TZK001)- 2024

1.0 Background

Tanganyika Christian Refugee Service (TCRS) was established in 1964 to provide emergency relief and humanitarian services to refugees and asylum seekers in Tanzania. At first, TCRS operated as a field programme of the Lutheran World Federation's Department for World Service LWF/DWS and later on in 2006 as an autonomous Non-governmental Organization. Since 1984, TCRS expanded its operations to include development work aimed at empowering disadvantaged communities. This initiative addresses socio-economic and climate-related challenges, helping communities overcome extreme poverty.

The Inclusive Community Resilience project, funded by the Finnish Evangelical Lutheran Mission (Felm), aims to improve food security, build resilience to climate change, and promote sustainable livelihoods. The project is implemented in a total of 45 villages located in Kilwa, Morogoro, and Kishapu, which are highly vulnerable to climate change. To ensure inclusivity, this project requires educational materials designed for beneficiaries with Limited education, to help them understand and implement climate-resilient farming of different crops, organic farming, vegetable production and improved animal husbandry to achieve higher production.

2.0 Purpose of the ToR

The purpose of this Terms of Reference (ToR) is to engage a qualified consultant to design and produce accessible and effective training materials for beneficiaries with Limited education. These materials are intended to support the Inclusive Community Resilience project in enhancing the knowledge and skills of low-literacy individuals in rural areas. The consultant will empower beneficiaries by developing easy-to-understand resources that promote climate-resilient farming of various crops, organic farming, vegetable production and improved animal husbandry. These smart agricultural practices will help beneficiaries enhance their livelihoods and build resilience to environmental challenges.

3.0 Scope of work

The consultant will produce the following

- a) Design training materials in multiple formats (booklets, posters, videos).
- b) Pre-test materials with TCRS staff to gather feedback.
- c) Refine and finalize materials for use in the field.

4.0 Objectives

The primary objective is to produce effective and accessible training materials specifically designed for beneficiaries with Limited or no formal education. These materials should be simple, visually engaging, and adaptable to different learning environments to facilitate understanding and skill acquisition.

Specific Objective

- Develop user-friendly printed audio-visual materials
- Ensure materials help beneficiaries acquire skills in climate-resilient farming of various crops, organic farming, vegetable production, and improved animal husbandry.
- Tailor content for easy understanding, using visual aids like infographics and pictograms.

5.0 Target Audience

Adults and youth with minimal formal education, particularly those from underserved or marginalized communities.

6.0 Key Deliverables

Training Modules: Structured modules covering key areas (climate-smart Agriculture, Animal husbandry and Livelihood diversification) presented in simple language with clear instructions.

Visual Content: Infographics, pictograms, and videos that convey messages through imagery rather than text, ensuring comprehension by non-literate participants.

Interactive Tools: Hands-on materials such as role-playing scenarios, activity-based learning tools, and games designed for kinesthetic learners.

The consultant will be responsible for delivering a set of training materials in various formats and ensuring that the materials are suitable for translation into the local language specifically Kiswahili and user-friendly formats for distribution. Together with that a report summarizing the development process and recommendations for future training initiatives.

7.0 Design Principles

Simplicity: Use simple language (or local dialects), avoid jargon, and break down complex topics into easily digestible chunks.

Engagement: Incorporate activities and content that encourage active participation and collaboration.

Localization: Tailor content to the cultural and contextual realities of the beneficiaries, including local examples and scenarios.

Inclusivity: Ensure that all materials are accessible to people with different learning needs, including children and those with disabilities

8.0 Consultancy competencies and skills

- Expertise in adult & youth education and low literacy curriculum design
- Proven experience in developing multimedia materials
- Cultural and Contextual Sensitivity and familiarity with rural Tanzanian communities
- Ability to work with graphic designers and agronomists to ensure content accuracy and appeal.

9.0 Timeline

The task will take place between November to December 2024.

10.0 Consultant Selection Procedure

TCRS will evaluate the consultant based on

- Relevant experience in low-literacy education.
- Demonstrated ability to create culturally appropriate and engaging materials.
- Competitive and realistic budget proposals.

i. Submission of Proposals

- Academic qualifications
- Relevant services undertaken in the past three (3) years

- Detailed reference list indicating the scope and magnitude of similar assignments
- Proposed methodology
- Team composition and task assignment/roles
- Proposed work plan
- Report outline
- Registration and other relevant statutory documents.
- A detailed budget proposal.

10: Right To Reject/Terminate

A proposal/tender can be rejected and a contract terminated by TCRS if any illegal or corrupt practices are connected with the award or execution of the contract.

Application be sent by email to:-

***The Director,
Tanganyika Christian Refugee Service (TCRS),
P.O. Box 3955,
Dar es Salaam.***

Email: mail@tcrs.or.tz,

Closing date: 20th Nov 2024

If you do not hear from us, please consider your application unsuccessful.