TERMS OF REFERENCE

Call for application for Health and Safety Trainer
Local Project
COVID-19: Community Awareness Raising & Safety Recommendations Program

October -December 2020

Project Description

Fairtrade Labelling Organization International e.V. is part of a global fair-trade movement that shares a vision of a world in which justice and sustainable development are at the heart of trade structures and practices so that everyone, through their work, can maintain a decent and dignified livelihood and develop their full human potential.

Fairtrade International e.V. in partnership with GIZ aim to implement a set of activities to provide immediate relief for affected Fairtrade certified producers and their wider communities in Pakistan as well as help workers and farmers through Awareness recover from economic losses to ensure business continuity in the short-term. The project will be implemented for three months (from September to November 2020).

Specific Country Project Description and Objectives: Pakistan:
Pakistan is amongst the 180+ countries dealing with the coronavirus pandemic. There are now clear warnings of a global economic recession as workers continue to fall sick, factories remain shut, and healthcare systems become overwhelmed. Mitigating the health emergency and extent of economic loss will not be easy for Pakistan. The country of over 200 million is already going through a distressful macroeconomic stabilization.

The challenges created by the outbreak are disproportionally impacting Fairtrade communities in the country, so there is dire need of creating awareness and an enabling environment for the protection against the virus to combat its spread and impact.

The country specific project objectives are:

To create awareness about COVID-19 among the community and also to recommend safety precautions / measures to them and educating them about immunity raising nutrition guidelines

Project Area: Sohdreke, a village close by to VISION Technologies Corp. Pvt. Ltd

Project Duration: 3 months (Oct-Nov 2020)
PROJECT OUTLINE: Raising awareness about COVID-19 through volunteers’ group at community level for creation and development of safe and healthy environment at household and village level

By this specific project a selected community will be having health and hygiene training and they will be provided safety kits. For creating enabling environment, waste disposal dust bins will be placed in surroundings to improve health and safety.

A dedicated consultant will be hired to roll out the health and safety and nutrition awareness training for the identified group

Available Job Position:

We invite qualified applicants for the consultancy position of Health and Safety Trainer

Work Duration and Contract Signing:

The duration of work is three (3) months – October to December 2020. Signing of contract with the selected qualified applicant is subjected to the signing of Fairtrade and GIZ project agreement currently being completed.

Scope of Work:

The scope of work to be performed by the Health and safety trainer will contribute to the achievement of the project expected outputs. The Health and Safety trainer is expected to perform the following work based on the assigned region:

- To design module for the training sessions
- To roll out training sessions on health and safety and Nutritionals needs to fight against corona disease to the selected community in phases
- To develop safety messages for the community as a campaign
- To generate comprehensive report of the project
- To Perform additional tasks as needed to achieve the project expected outputs

Applicant’s Profile Requirements:

At least 5 years hands-on experience in delivering relevant trainings (essential)

Knowledge of Fairtrade approach to make a difference to farmers and workers (essential)

Good analytical and problem-solving skills (Asset)
Good report writing and presentation skills (essential)

Excellent written and spoken local language (essential)

Ability to work under pressure and with limited supervision (essential)

Knowledge of the designated country, sociocultural environment and Fairtrade interventions in the region (asset)

**ACTIVITY PLAN**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Description</th>
<th>Time Required</th>
<th>Person Responsible</th>
<th>Resource Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Selection of COVID-19 volunteers’ group</td>
<td>Identify 15 males and 15 females in said village through survey, interview</td>
<td>10 days</td>
<td>Fairtrade Officer (FTO) COVID-19 Trainer</td>
<td>Vehicle, local contact person, list of volunteers (16-20 years old, both male and female)</td>
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<tr>
<td>Development of module on COVID-19 Awareness &amp; Safety Recommendations &amp; Immunity Raising</td>
<td>Develop module, manual and plan</td>
<td>10 days</td>
<td>FTO, COVID-19 Trainer, Nutritionist</td>
<td>COVID-19 module document, list of participants, venue details</td>
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<tr>
<td>Training of volunteers group</td>
<td>Conduct 3 days training on approved module</td>
<td>3 days</td>
<td>COVID-19 Trainer, Nutritionist, Jamil</td>
<td>Training venue, module,</td>
</tr>
<tr>
<td>Action plan</td>
<td>Development of action plan for further proceeding</td>
<td>1 days</td>
<td>COVID-19 Trainer</td>
<td>Action plan template</td>
</tr>
<tr>
<td>Community Awareness</td>
<td>Conduct community trainings on all 3 areas</td>
<td>15 days</td>
<td>Volunteers groups</td>
<td>Attendance sheets, module, reporting format</td>
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</tbody>
</table>
Safety messages | Distribution and pasting of safety messages-based posters at household level | Volunteers groups | Printed safety messages for every household

| Video Documentary | Develop and produce documentary film on project activities to showcase interventions and objectives | 10 days | COVID-19 Trainer, volunteers’ group | Story board, film crew

| Report writing | Generate comprehensive report on project | 6 days | COVID-19 Trainer, Nutritionist | Reporting template

**Application Documents for Submission:**

Interested applicants are requested to submit the following documents:

- Cover letter explaining the suitability with announced consultancy
- Resume/CV
- Endorsement letter
- Draft workplan based on the project description and planned activities (optional)

**Deadline of submission of Application documents:**

Deadline of submission of the application document is on September 10, 2020. Send your application documents to covidresponse@fairtrade.net with copy to hr@fairtradenapp.org with email subject including your name, country and position applying for. Only shortlisted applicants will be contacted for online interview.