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TERMS OF REFERENCE OF ENTREPRENEURSHIP AND A BUSINESS SKILLS CONSULTANT

Service provider title:	Business/Entrepreneurship Skills Trainer
#of positions:	Three (3)
Reporting to:	Project Manager
Activity Site:	<ul style="list-style-type: none"> • Badhan District, • Elbuh Village (Under Badhan) • El-Dahir Village, Under Bossaso District • Kalabeyr Village Under Bossaso, • El-Buh, Under Dangorayo district
Duration of the service:	2 months each training
Activity Title:	Provision of Business/Entrepreneurship Skills Training for unemployed youth and women

About KAALO

KAALO Aid and Development (KAD) is a community based non-profit, humanitarian and development organization, headquartered in Garowe, Puntland in Somalia. The organization was established in October, 1991 just after the collapse of the Somali central government. KAALO is one of the humanitarian and development NGO in Somalia. The organization has been in existence for 27 years with a successful record in implementing more than 200 programs and projects in both the emergency and the development sector in 9 regions of Puntland. Considering the need and the prevailing development issues in other parts of Somalia, KAALO has expanded the geographic areas of its operation and now includes South and Central Somalia. Kaalo has more than 20 donors and partners, including UN agencies and international humanitarian agencies.

About RESTORE Project

RESTORE Project is an EU-funded 3-year (2018-2020) project under Building Resilient Community in Somalia (BRCiS) Consortium. The project aims to increase the resilience of pastoralist, agro-pastoralist, and IDP communities in Somaliland and Puntland by building community and local authority capacity to predict, adapt to, cope with and mitigate against future droughts in particular, as well as other local shocks and stresses. The objective will be reached through three main expected results. **Result 1:** Strengthened community based drought mitigation and preparedness measures). **Results 2:** Improved Natural Resource Management for drought mitigation and adaptation and **Result 3:** Diversified livelihoods and assets rebuilt.



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About the Training (EBST)

Entrepreneurship and business skills training is aimed to provide fundamental entrepreneurship and business skills to unemployed youth and women searching for alternative livelihoods options in the above mentioned villages. This course will go on two months and will be facilitated by an entrepreneurship consultant in respective villages. At the end of each training, participant will be undergone final test. Kaalo will provide a certificate of participation (shown all modules covered during the course and marks against final test) to those who passed final test.

In addition, this training is a part of the implementation of the community action plans and response of the communities' hazards and shocks identified during the participatory action planning in earlier and inception phase of the project.

Objectives of the training

The objective of this training is to equip trainees with fundamental entrepreneurship and business skills through multiple and appropriate teaching methods in pre-defined timeframe.

Specific Objectives

At the end of the course, trainees should be familiar with:

- ✓ Record keeping and fundamental accounting
- ✓ The demand and supply;
- ✓ Pricing and costing of goods;
- ✓ Marketing skills and strategies;
- ✓ The calculation of the profit and loss;
- ✓ How business plans are created and developed;
- ✓ Business income personal versus expenditure; and
- ✓ Concept of entrepreneurship.

Post training support

At the end of the training, participants will undergo a final test, and those who successfully pass final will be required to submit business plans. Plans will be analyzed against findings of market survey by the program team. Participants with viable Proposals and fell into the set criteria will be provided a business startup grants. A regular progress monitoring will be carried out by program team and MEAL unit along with community committees.

Main Responsibilities and Duties of the consultant

To achieve the purpose of the position, the consultant will conduct market survey in the target village/district prior to the training. The consultant will analysis gathered data and produce narrative report. After the report, the consultant will develop training schedule based on



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the overall timeframe of the activity and training manual submitted by the consultant. The other in-training duties will be as follows:

- The consultant will responsible for the facilitation of the training,
- The responsible the controlling of the attendance of the participants,
- Collaboratively develop and refine the methodological approach for the training in conjunction with the RESTORE program team.
- In coordination with program team, consultant will prepare exams and test final test,
- Guide and provide mentorship support to the trainees,
- Support participant in developing business plans,
- Mark all test of the student throughout the training,
- Keep all official documents confidential,
- Bridge project community committee with ongoing activities pertaining to the training throughout the training period,
- Consult with project manager with any challenges
- Share weekly progress updates with project management team,
- In Collaboration with CC, arrange graduation ceremony,

Deliverables

- Work plan with detailed training methodology.
- Trainer's materials.
- Assessment plan and results record
- A 14-day classroom training and coaching activities of minimum 6 hours a day, with written assessment.
- Submission of a final report, following the format provided by Kaalo

Qualifications and requirements

- Experience in teaching and facilitation skill
- Previous experience from similar trainings
- Degree/Diploma in Business /Entrepreneurship .
- Evidence of previous assignments on development of youth/business skills training.
- Excellent skills in written and spoken English
- Ability to tolerate diverse cultural, educational and religious diversity in the work place
- A good team player with high degree of initiative, flexibility and tolerance
- Handling insecure environments
- Working with people and conscious to respect culture, ethnicity and religion as integral part for building team work
- Planning and delivering results
- Communicate with impact and respect
- Self-motivated and able to work with minimum supervision
- Good interpersonal and Communication skills



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- Must have a well understanding of the concept of the income generation
 - Must have knowledge on business skills, entrepreneurship and group dynamics.
 - Must be familiar with local community in respective village

How to apply

Applicant who met the above requirements should send his/her updated resume and motivation letter to operations@kaalo.org and cc'ing program@kaalo.org with subject line '**RESTORE: EBST Consultant (plus location)**'

If you encounter any problem in applying this positions, please send an email to program@kaalo.org indicating clearly the problem(s) encountered

Kaalo is an equal opportunity employer!