

Date: 21.11.2016

Dear Sir/ Madam,

Greetings from REFORM Association

“ Media, Drama, and Creative writing training ”

The Palestinian Association for Empowerment and local Development –REFORM is seeking an experienced trainer in the fields of media, Drama, and creative writing in order to carry out training workshops for Three months (2 training hours in 2 days a week) for the “HIH Innovation Hub” Project.

The Innovation Hub seeks to contribute to bridging the gaps between the various community components on both social and economic levels; 1) providing a safe and interactive platform to enable all members of different groups of society to participate in decision making processes, especially youth and women; 2) to improve their living conditions by developing untraditional production patterns, enhancing cooperation and partnership between targets groups, and increasing social responsibility of the private sector.

Please submit your offer latest by 24.11.2016**Training objectives:**

1. Build and develop target group capabilities in using media, drama, and creative writing.
2. Train the target group on how to use camera and take professional photos, how to write creative stories, and how to express their feelings through drama and theater.

Tasks:

1. Implement a training workshop for three months non-consecutive days. (2 training hours in 2 days a week, number of Participants 15-20).
2. Prepare a training agenda.
3. Complete a pictorial and written story with the participants.
4. Ability to work with the target group.
5. Commit to the action plan.
6. Provide the necessary advice for the project’s staff on the subject of training.
7. Submit a training report to the projects officer after the training is over in both languages Arabic and English.
8. Follow up with the target groups’ performance and their development in media, drama and creative writing.

Time Period framework:

The training workshop will be implemented and finalized between three months starting from December 2016 till February 2017.

Specifications:

1. BA in Journalism, media, public relations, psychology, political science and Sociology or any other related specialty if applicable.
2. Proven experience in the field of media and drama.
3. Advanced skills in creative writing, critical analysis and photography.
4. Advanced knowledge of the Palestinian social reality

Notes:

1. The training will take place at the Innovation Hub located In Ramallah.
2. Offer should be drafted in **English** and submitted in one currency (**ILS**).
3. **All taxes must be included in the final price.**
4. Price Offer should be delivered by email: Info@reform.ps
5. A training plan schedule to be attached with the financial offer.
6. Certificate of source deduction if applicable.

The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah.

For more information, please do not hesitate to contact us on the following contact details:

Telefax: 02-2966645 , **Email address :** Info@reform.ps .

Thank you for your kind cooperation,

Sincerely yours,

Rawan Sharawi

Financial & Admin Officer