

Date: 28.04.2024

RFQ- Consultant - Facilitator and Fact Sheet Drafter**General framework:**

The Palestinian Association for Empowerment and Local Development–REFROM aims to enhance regulatory processes in Palestine by empowering marginalized and disadvantaged groups. It seeks to boost their political participation and community activism, ensure balanced access for target groups through a comprehensive review of the Palestinian political system, provide a reliable database for political and administrative decision-makers, and revise and develop the Palestinian human rights system to promote equal public access.

Thus, REFORM seeks to contract a Consultant-Facilitator and Fact Sheet Drafter-in accordance with the following parameters:

Please submit your offer latest by **Thursday, 02.05.2024, before 14:00 pm.**

Needed background:

- Master's degree in in the field of humanities, such as sociology, media, or any related specialty.
- At least 5 years of experience in writing political, position, policy, and assessment papers.
- Advanced knowledge in social issues and power relations between different social components of society.
- Advanced knowledge in the Palestinian social context.
- Advanced communication skills.
- Advanced knowledge in writing reports.
- Experience in preparing pre and post evaluations.
- At least 5 years' experience in the field of community participation.
- Deep knowledge of the Palestinian political system.
- Knowledge of the Palestinian National Charter and the Palestinian Basic Law.
- Documented experience in planning, organizing and managing work groups.
- Ability to deal with challenges and solve problems.
- Must be residing in the Gaza Strip.
- Possesses knowledge in the context of the formation of individual and collective identity.
- Ability to prepare technical reports.
- Capable of achieving the project's objectives.

Duties:

- Develop an educational and training program comprising 6 sessions, each lasting 3 hours, focusing on the concepts of political and social participation and their role in fostering social harmony within society.
- Ensure the program balances theoretical and practical aspects of participation.
- Incorporate field volunteer work into the sessions, highlighting the impact of volunteering on citizenship.
- Create pre- and post-evaluations to gauge participants' knowledge levels before and after the course.
- Target participants aged 19-29, encompassing both males and females.
- Communicate effectively with a diverse group of participants, guiding and motivating them throughout the program.
- Be sensitive to participants' needs and backgrounds, and adept at working in diverse, multicultural environments.
- Address challenges and solve problems that may arise during the training.
- Facilitate constructive discussions on citizenship, democracy, and human rights, directing them towards maximizing group benefit.
- Facilitate a learning journey session to enhance participants' communication and social interaction skills, training them to communicate effectively, collaborate, and propose solutions to societal issues.
- Encourage political and civic participation, motivating participants to actively engage in political and civic life through voting, community involvement, or volunteer work.
- Provide personal support and guidance to participants in citizenship matters, helping them define goals and develop effective action plans.
- Prepare a position paper on the vision of Palestinian youth in Gaza regarding the reconstruction and relief plan, including their views on the Palestinian relationship with the political system.
- Collaborate with the organization's work team on the content and structure of the position paper.
- Contribute to achieving the project's goals.

Notes:

- REFORM is not obliged to choose the lowest price.
- Individuals are only accepted.
- Curriculum Vitae in English (CV with pictures will not be considered). All needed specifications should be clear with years of experience.
- Individuals can submit a valid deduction on source certificate or else 10% the total payment will be deducted as income tax.

- Training period: During the months of August and September 2024

Submission Criteria:

- ✚ Individuals who meet the needed background and are interested in implementing the training. Kindly see the below mentioned requirements for applying.

Specifications	Score
Technical Offer (Resume must reflect the following)	70%
1. At least 5 years of experience in the field of training	20%
2. Detailed training program	15%
3. Facilitation and dialogue management skills	10%
4. Pre and post evaluation form	10%
5. Knowledge of the Palestinian political system and social mobilization	10%
6. Bachelor's degree in field of humanities	5%
Financial Offer in ILS and Including Income Taxes	30%

2. Price offer should be drafted in English and submitted in **ILS** per day (8 hours) including transportation. All taxes must be included in the final price.

- Financial and technical offer must be submitted in English and signed/or stamped in **the offer should be sent via** the following address: **procurement.reform.1@gmail.com**

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

Phone Number: 0592333047, **Email:** iabuzayed@reform.ps

Thank you for your kind cooperation!

Sincerely,

Procurement Unit