**terms of REFERENCE**

**training of TRAINERs in wood carving**

**Project Background**

The International Trade Centre (ITC) is a joint agency of the United Nations and the World Trade Organization, focusing on developing the export capabilities of small and medium-sized businesses in developing and transition economies. ITC is 100% "Aid for Trade", supporting trade that delivers inclusive and sustainable development results.

In close collaboration with the Government of the Republic of The Gambia, ITC is implementing a number of private sector development initiatives in The Gambia including the Youth Empowerment Project (YEP), SheTrades Gambia, initiatives under the UN Peacebuilding fund and the Jobs Skills and Finance (JSF) Project. These initiatives take a market-driven approach to enhance employability and self-employment opportunities, foster growth and competitiveness of micro and small-sized enterprises and boost value addition and market linkages.

The ‘*Building resilience of vulnerable communities’* project is part of larger UNDP led initiative that seeks to reduce economic and social vulnerability of the poor and marginalized populations affected by COVID-19 through green and eco-friendly community livelihood interventions. The project will implement community based social protection initiatives focusing on populations living around Protected Areas in North Bank Region, Central River region and Lower River region. The support will focus on generating and diversifying income opportunities related to beekeeping, poultry and arts & crafts.

*Arts and crafts* is one of the most significant sub sectors of the creative and tourism industries. The Gambia counts seven craft markets with a total of 304 stalls and 834 ven­dors. In rural communities, a significant number of women are engaged in the production and trade of craft products especially tie-dye, wood carving, painting and recycled craft as a means of income generation. The sector has a strong potential to generate income and employment including through backward linkages with the tourism sector.

ITC is looking for an experienced trainer to implement a training of trainers (TOT) with specific focus on Wood Carving. The TOT participants are creatives from different regions in The Gambia and are expected to work on subsequent step-down trainings including in rural Gambia that support income generation and product development linked to inclusive and sustainable tourism.

**Scope of Services**

* Support the review and selection of applicants for the TOT.
* Develop / adapt the training methodology and plan reflecting the appropriate techniques, tools, creative concepts and practical products in wood carving taking into account environmental sustainability.
* Conduct the 6-day TOT workshop for 15 beneficiaries on wood carving including practical work product design and development.
* Assess strengths of participants and identify potential for further skills enhancement and specialization.
* Ensure participants can produce unique and innovative products at the end of the training program to use as samples, reference material for further training etc.
* Support beneficiaries with the required skills to deliver step-down training to a larger group.
* With the support of ITC, organize and deliver an exhibition to showcase the products to the wider public.
* Provide a report upon completion of the assignment, along with list of trainees that successfully complete the TOT.

**Timeline for Service Delivery**

The training of trainers is expected to be completed in the first half of March.

**Desired qualification and experience**

* Proven practical experience relevant to the skills training program in wood carving, including training for the informal sector.
* Substantial experience in wood carving with good working knowledge of marketing of craft work in the Gambia,
* Good communication skills, both written and oral

**Requested documents**

* A proposal detailing the technical approach for the TOT and a financial proposal with a budget per category (training fees, materials, logistical and administrative cost)
* A training plan for the entire duration of the program
* CV of the lead expert / trainer

**Application process and deadlines**

Proposals should be submitted to ITC no later than 23 February 2022. Proposals can be sent via email to [hnyang@intracen.org](mailto:hnyang@intracen.org) with the subject “Craft Development Training” or delivered as a hard copy to

International Trade Centre

Sait Matty Road, Bakau

The Gambia

UN general Terms and Conditions Acceptance of your Quotation: Upon receipt, your quotation will be examined and you will be advised as promptly as possible as to its acceptability. Any contract subsequently arranged would be subject to the relevant provisions of the UN’s General Conditions of Contract (GCC), a copy of which will be attached to the Contract or given upon request (a copy of the General Conditions is available on our website: http://www.intracen.org/about/procurement/general-conditions/). By submitting a quote, vendors confirm their acceptance of UN GCC.