

TERMS OF REFERENCE

YEAR ROUND SCHOOL/WORKSHOPS/TRAININGS Experts
within the project:
GaMoCon – Gagauzian Modernization convention
Grant Contract – External Actions of the EU – 2016/378-360

1. General information/Context

Within the project *GaMoCon – Gagauzian Modernization convention* supported under the Grant Contract – External Actions of the EU – 2016/378-360 (and other projects related to activities), the leading partner intended to create community of active youth in Gagauzia and support their capacity building under the activity title “Active Youth – GYLP”.

Capacity building of active young leaders who are interested in active citizenship and community building is the main aim of the second pillar of GaMCon. It is based on our attempt to promote engagement of youth and young leaders with aim to raise their voice and involvement in decision making process. Within this pillar, we aim to provide participants with theoretical knowledge about participation in general, encourage young people to be more active, inspire them with very concrete examples of participative activities of young people, and last but not least, to make them ready to tackle wide range of issues that might appear during their activities.

In order to develop these skills and capacities we apply forms of non-formal education

- **Volunteering**
- **Civil Engagement**
- **Project writing/management**
- **confidence building.**

Volunteering. RC SFPA intends to promote volunteering among the youth as we consider this kind of engagement very important in making/creating more tolerant individuals and giving towards the global community. **The benefits of volunteering** vary from the positive impacts on affected communities to the advantages it brings to participating individuals. Many developing countries lack the money and resources to support their populations, and in Gagauzia, it is very common to meet people going through hardship on a daily basis. That is why we want to promote also this kind of approach among the youth as volunteering is a great way to network and meet other like-minded individuals, creating friendships that can last. Through the work and dedication of others, they might be inspired to start own grassroots project to assist others or alter the career path they had originally set forth for themselves.

Civil engagement. RC SFPA intends to encourage the participants to be active citizens and to provide participants with information on ways of active participation on forming surroundings

and communities and tackling problems which exist in these societies. During the project, participants should recognize the importance of the participation and active citizenship. As the environment for active citizenship and civil participation varies from country to country (having in mind legislative aspect as well as level citizen-culture), hence, there is no “one size fits all” approach and activists often face various obstacles in their activities. Therefore, we want them also discuss the main obstacles they could meet while attempting to be active and to identify concrete steps how to overcome these problems which could appear, as we consider this very important – to show them not to give up when not meeting success immediately. Therefore, the trainers and lecturers will share through story telling their best practices and lessons learned, both from Gagauzia and other regions Moldova as well as from Slovakia, V4 and/or other EU and non-EU countries.

A common challenge for all activists regardless of their age and type of activism is a material support from various donors. The capacity building in **project writing and management** will help to prepare the participants to master the art of ideas-formulation, enhance their chance to attract donors as well as volunteers to support their goal and, in general, the whole logic of project management in all stages. Here project team will use also the experience from local experts who have better overview of the call opportunities in Moldova. However, again, the input of Slovak/V4 and/or other EU countries experts will be very useful in broadening the spectrum of opportunities.

Last but not least, in accordance to very idea of the whole call – **confidence building** – RC SFPА intends to bring this concept from the top level to grassroots. The participants will learn how to build and maintain confidence working in multiethnic and multilingual environment, how to overcome mutual differences and how to respect diverse views in the community. Starting with this grassroots experience, trainers will also present best practices on confidence building in national and international level.

As mentioned above, three forms of non-formal education will be applied in order to develop these skills and capacities, using three main formats – **year-round school, workshops and trainings**. These formats have been identified as the most suitable after consultations with experienced Moldovan and Slovak trainers and activists. Using such formats, we will provide the future leaders with a deep and complex knowledge about the subject, starting with general information about the topic (year-round school), then rounding this picture more narrowly through a detailed information about the subject (workshops) and coming to a final stage of skill-building and learning process (training). The main agenda of the capacity building process within the year-round school, workshops and trainings will be designed to reach the following aims:

- to provide participants with theoretical knowledge about volunteering, civic participation, confidence building and project management;
- to provide them with particular practical examples of effective ways of youth participation;
- to discuss and specify particular obstacles young people meet while trying to change specific things in their surroundings;
- to find concrete steps how to overcome these obstacles;

- to encourage participants to make up their own “participative models”: to find the problem they consider to be really important and
- to find the way how they can participate on changing something in this field, on raising discussion about the issue in community.

2. Subject of the request

Active Youth – GYLP platform works not as the platform for local experts, but provides opportunity for youth in Gagauzia to meet experts from other countries. Project team decided to focus on V4 countries (with vivid experience from transformation from communist regime into the democratic country and thus the experience in building the active citizenship from the beginning in similar environment).¹

The experts from abroad will be tasked to take part in the events in the following formats: Yearroundschool, Workshop and Training, two-day events held in Gagauzia.

For the YEAR ROUND SCHOOL, the role of the lecturer is to prepare introductory materials for participants to the subject and to familiarize them with theoretical approaches to the topic. Before and during the event, lecturer will provide participants with the list of simple study material. In addition to the theoretical aspects of the issue, the lecturer and the participants will go through specific case studies suggested by the lecturer. At the end, the tasks should be assigned to the participants to the next meeting, which will take place as a workshop. (Year RoundSchool will be led only by the international expert).

WORKSHOP represents a second stage that overcomes theoretical definitions and combines it with practical knowledge. The lecturer's task is to briefly summarize the previous YRS conclusions and check the assignment. Lecturer presents the topic combining the so-called hard and soft skills of participants, i.e., not only through knowledge, but also through practical skills. An integral part should also be work in smaller groups. At the end, the lecturer assigns the students the task to be prepared for the next meeting to be held in the form of training.

The last form of non-formal education is TRAINING, which is almost exclusively focused on so-called soft skills of participants. The task of the lecturer is to briefly summarize the previous workshop meeting and check the assignments from Workshop. This form concludes the theoretical background of the previous forms and focuses fully on the practical skills of the participants and their development. Lecturer communication and consultation through email, social networks or other forms is part of non-formal education outside YRS, workshop and training - the teacher largely fulfills the role of mentor.

Experts agree, that the materials be published on project website: www.gamcon.org

¹ We will focus mostly on experts being able to share/provide also an example of a country transforming from socialist system through series of reform and modernization efforts. The EU accession process brought out also the issue of inevitable legislation and consequently the systemic changes, and implementation of the new policies, standards and norms.

3. Tasks to be performed

Task 1: Prepare the structure of the event, content of presentations/activities, prepare the background material, case studies, group activities, breaking ice activities, the list of literature for the topic and type of event that will be defined and written in the market research document. Provided, that activities shall include also the presentations, they will be published at the official website of the project: www.gamcon.org

Task 2. Active participation at the two-day events in Gagauzia. Events will be held either in English or Russian language and should be in line with their goal. The content of the event will be always consulted with the project manager before the event.

Task 3. Preparation of the concise report from the event
The structure of the report will be agreed with the project manager after the session and assessment/feedback provided by the lecturer. The report shall be published on the website of the project: www.gamcon.org

Note: The lecturer shall be selected for each form of the event individually to perform the tasks mentioned above. Provided that during the Year Round School event, and/or Workshop event the project team in Slovakia, Gagauzia, as well as youth community in Gagauzia will be satisfied and find the lecturers most appropriate and there will be interest on further cooperation in working further in Gagauzia on the side of the expert, project manager might enter into negotiations with the selected expert on cooperation contract for further events. During the negotiations, the expert will be asked to submit the copy of the diploma/certificate of the relevant highest education degree. RC SFPFA also deserves the right to request at least 3 references from other organizations expert cooperated with based on their CV.

4. Estimated expertise requirement

The experts in the field must be able to prove:

1. Relevant higher education degree
2. 5 years' professional experience in the field
3. Fluency in English or Russian (Russian is preferred)

The experience and degree must be supported with their CV. The selected experts might be asked to submit the copy of the diploma/certificate of the relevant higher education degree and or at least 3 references from other organizations they cooperated with based on their CV. RC SFPFA reserves the right to contact institutions mentioned in the CV to vet the expert.

5. Deliverables

Input by the RC SFPA

The RC SFPA will provide the contractor with the full support to implement his tasks. RC SFPA will also cover the cost for international support and provide the expert with per diems for local transportation, accommodation and incidentals.

Outputs and deliverables

During the preparation and organization of each session, the expert shall keep the project manager updated on their activities, logistics and feedback.

The following deliverables shall be submitted to project manager:

- Preparation of the content and structure of the event including the supporting expert documents, bibliography, case studies and activities
- Active participation at the 2 day event in Gagauzia
- Concise report from the event

All deliverables will be published at the official website of the project: www.gamcon.org. Expert thus agrees that materials they provided will be used throughout the project

6. Estimated timetable

The duration of the project is from October 13, 2016 to January 31, 2019. The particular activities will be organized within years 2017 – 6 events and 2018 – 6 events. Individual approximate dates will be decided before the market research will be carried out. RC SFPA reserves the right to change the timetable and character of the events based on implementation of other project activities

We estimate the time necessary for delivering the abovementioned activities should not exceed 60 working hours.