

Terms of Reference (TOR) of National Consultant for conducting ToT/Capacity Building and Sector Work Group Discussions in Morang, Sunsari and Jhapa districts of Province 1

Background

The Federation of Nepalese Chambers of Commerce & Industry (FNCCI) under the ILO supported project "Enhancing Skills of Women, Workers in the Informal Economy and Returnee Migrants" has been implementing a short term work-based learning and traineeship programme. The main purpose of this programme is to provide work practice to trainees (targeted group: women, returnee migrants and workers in the informal economy), which includes skills training, undertaken in order to gain practical and professional experience with a view to improving employability and facilitating transition to regular employment. This program is targeted to implement in the 4 economic sectors: agriculture, tourism, construction and manufacturing while FNCCI is implementing in the sectors of agriculture, tourism and manufacturing in the province 1 (Morang, Sunsari and Jhapa) and Bagmati province (Kathmandu, Lalitpur and Bhaktapur).

While implementing of work based learning and traineeship programme, development of training guidelines, manuals and curricula, capacity building of concerned project partners for registration and skill profiling of returnee migrant workers, women and workers in informal economy, skill need or gap identification through consultation of sector/occupation specific employers and sector group discussions are some of main supplementary activities are designed to implement under the project. The main objective of implementing these activities is to create sufficient data and information about targeted group for conducting required short term work based trainings.

The FNCCI, therefore, is seeking the services of a qualified consultant for implementing aforementioned supplementary activities.

Purpose of this Assignment

The purpose of consultancy service is to implement following activities within 3 districts of province 1: Morang, Sunsari and Jhapa:

- Improving/developing standard tools/guidelines for registration and skill profiling of returnee migrant workers;
- Conducting ToT/capacity building training to enhance capacity of project partners to use the tools to improve registration and skill profiling of returnee migrant workers, in Morang/Sunsari/Jhapa; and
- Conducting sector group discussion (SGD) in the sector of agriculture, construction and tourism in Morang, Sunsari and Jhapa districts

Project Partners and Collaborating Organizations

- Province/district/local Chapters of FNCCI including related sector specific associations;
- Returnee Migrants' Association;
- Trade Unions;
- NGO Partners: Women Rehabilitation Center (WOREC) and PAURAKHI;
- And others as identified by FNCCI.

Scope of Work

- Review existing guidelines and process of returnee migrant workers' registration and skill profiling;
- Develop/improve standard tools/guidelines of registration and skill profiling;
- Consult with the ILO National Project Coordinator/Consultants in coordination with FNCCI;
- Conduct ToT/capacity building of project partners to use tools to improve returnee migrants' registration and skill profiling;
- Review existing skills profile, identify skills needed and find out skills gap;
- Conduct sector group discussion with employers in agriculture, construction and tourism sectors;
- Share and discuss guidelines and skill profiling of returnee migrants in the SGDs;
- Conduct and facilitate capacity building training, orientation and workshop;
- Participate to different meetings as and when called by FNCCI;
- Discuss modalities of how to provide employment returnee migrants as per their skills or and conducting short term work based training for returnee migrants to improve their skills as required by domestic industries and place them into employment;
- Reporting of the activities implemented;

Output/Deliverables

The national consultant is expected to deliver the following activities during the course of this assignment:

- i. Improved/Developed standard tools/guidelines for registration and skill profiling of returnee migrant workers;
- ii. AToT/Capacity building training to project partners in Morang/Sunsari/Jhapa districts conducted and a report developed; and
- iii. Total 9 number of sector group discussion (SGD), 3 SGDs in each districts (Sunsari, Morang and Jhapa) in the sectors of agriculture, construction and tourism, organized and 9 reports developed.

Duration

Total effective working days for assignment completion is 10 days.

Location

Field based in Morang, Sunsari and Jhapa districts of Province 1.

Minimum Qualification

- Minimum Master degree of academic qualification
- At least 5 years of experience in the related field
- PAN registered