



	Terms of Reference
	<p>AGREE ! ACTION FOR GIRLS' RIGHTS TO EQUALITY AND EMPROWEMENT!</p>
<p>AGREE! ACTION FOR GIRLS' RIGHTS TO EQUALITY AND EMPROWEMENT! Contract number: PC-46496 IPAIII/2024-459-906 Project Reference number: EuropeAid/179703/DH/ACT/Multi</p>	

Title of the assignments	Expert for development of Training manual for social and financial education for girls
Approved by:	Submitted on behalf of the AGREE Partnership consisted of: <ul style="list-style-type: none"> • Pomoc Deci from Serbia • Association for volunteerism Volunteers Centre Skopje from North Macedonia, • Gruaja tek Gruaja from Albania, • Kalben Korunma Altında Yetişen Gençler ve Koruyucu Aile Dernefi – from Türkiye • Institute for development of civil society Innovate from Kosovo* • Međunarodno udruženje interaktivne otvorene škole – from Bosnia and Herzegovina • Women's Safe House from Montenegro • Ofensiva Tinerilor – from Romania
Ljiljana Vasic Project Coordinator (Pomoc Deci)	Edina Malkic Project manager (Međunarodno udruženje interaktivne otvorene škole - MIOS)

Background and Rationale	The project partnership started the implementation of the three-year regional project AGREE on December 1, 2024. The project aims to support and encourage civil society participation and influence over women's and girls' rights respect, anti-discrimination, regional cooperation and social cohesion through capacity
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	<p>building, networking and advocacy for gender equality and empowerment of girls in the WB region and TR.</p> <p>It will develop a Regional Network of CSOs, develop and empower national networks in 6 WB countries and TR to:</p> <ul style="list-style-type: none"> a) engage in evidence - based advocacy and lobbying; b) partner, cooperate and network with other networks / consortia nationally, regionally, at EU and global levels; and c) assist national, local and grassroots CSOs to develop, test and promote local initiatives, improve their quality, accountability and fundraising in order to increase their impact and outreach. <p>We will be developing knowledge, skills and tools to strengthen inclusive citizens engagement and participation in lobbying for gender equality and prevention of peer gender-based violence (GBV) in the region through peer education and support for teenage children, young people and their parents, involving research, media organisations and policy makers.</p> <p>The main focus of the action is on prevention of peer gender-based psychological, physical, emotional and financial violence against girls and their empowerment through improved entrepreneurship, breaking the stereotypes and discrimination.</p>
<p>Objective and purpose of the consultancy</p>	<p>As part of the project, a training manual will be developed focusing on social and financial education for girls, with integrated components on entrepreneurship and the prevention of peer gender-based and cyber violence (GBV/CVAWG). The manual should be based on internationally recognized resources and materials previously tested by project partners in their respective contexts.</p> <p>The main objective of this consultancy is to design and/or adapt a comprehensive, practice-based manual tailored for youth workers and CSO practitioners working with young people and girls. The content should reflect the key findings of the updated needs analysis conducted across the partner countries and respond to the specific challenges and empowerment needs of the target groups.</p> <p><i>The training manual is expected to be approximately 60 pages long and should be developed in Serbian/Bosnian.</i></p> <p>The training manual development process will be led by Pomoć deci, which will coordinate the work of a team composed of:</p> <ul style="list-style-type: none"> • One lead expert from Pomoć deci (Serbia) • <u>One local expert from Bosnia and Herzegovina (selected by the project partner Međunarodno udruženje interaktivne otvorene škole - MIOS) who will be selected based on this TOR</u> • One local expert from Kosovo* (selected by the project partner Institute for development of civil society - Innovate IDCSI)



	<p>The three experts will work closely together to develop the manual, ensuring it is well-structured, practical, and reflects the diverse perspectives and experiences from all partner countries.</p>
<p>Work description</p>	<p>Key Responsibilities of a local expert/researcher</p> <p>The local expert from Bosnia and Herzegovina will be responsible for the following tasks:</p> <ul style="list-style-type: none"> ○ Review the findings of the needs assessment analysis conducted in the Western Balkans and Turkey (national reports and the regional report of the updated needs assessment). ○ Review relevant practices and methodologies from previous partner projects and internationally recognized sources. These materials will be provided by the project team. ○ In the initial phase, collaboratively with the two other experts, contribute to drafting the content structure for the Manual. The draft will be submitted to the project team for review and feedback. ○ Following the review process, contribute to developing the full content of the Manual, including training modules, methodological guidelines, interactive activities, and tools for facilitators. ○ Contribute to structuring the Manual in a user-friendly format for youth workers and CSO representatives, ensuring clarity of methods, tools, and session plans. ○ Contribute to ensuring that all content is inclusive, with attention to gender, disability, age, and cultural sensitivity across countries. ○ Actively participate in validation process, collecting and incorporating feedback from partners and youth representatives. ○ Contribute to finalizing the Manual by integrating comments and recommendations received during the validation process. ○ Maintain regular communication with the national project manager, ensuring that all activities are aligned with project objectives and that deliverables are submitted on time. ○ Collaborate closely with the lead expert and the other experts to ensure consistency, quality, and cross-country relevance of the Manual.



	<p>All deliverables have to be provided by 25th of August 2025 latest.</p> <p>Ethics standards</p> <p>The assignment will follow high ethical standards in developing educational content, with full respect for human rights, diversity, and non-discrimination. The expert is expected to ensure that the manual is inclusive, culturally sensitive, and free from stigma or harmful stereotypes related to gender, disability, ethnicity, or socio-economic status.</p> <p>Content must reflect the diverse contexts of the Western Balkans and Turkey and be ethically sound. Any external sources or examples used must be properly referenced and anonymized if needed, ensuring responsible and respectful representation.</p> <p>Intellectual Property and Copyright</p> <p>All intellectual property rights, including copyright, for the developed manual shall remain with the project and it's implementing partners. The consultant shall not reproduce, distribute, or use the material for any other purpose without prior written consent from the contracting organization.</p> <p>Confidentiality and proprietary interest</p> <p>The expert shall not either during the term or after the termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests in all materials and documents prepared by the consultants under the assignment shall become and remain properties of project partnership.</p>
<p>Qualifications and skills</p>	<ul style="list-style-type: none"> • Diploma or degree in social sciences, psychology, pedagogy, legal studies or another relevant field or appropriate work experience. • Demonstrated experience in training content development for youth and/or girls • Knowledge in social and financial education, GBV prevention, and youth advocacy • Experience working in regional/multicultural settings • Strong writing skills • Fluency in any of the official languages of Bosnia and Herzegovina is required. Fluency in English is highly desirable. • Willingness to adhere to the project's safeguarding principles, code of conduct, and ethical standards related to the development of educational materials and responsible use of content and sources.



Duration of Assignment and Fee	16 working days in June, July and August 2025 100 EUR gross per day
Contact person:	Edina Malkić, director contact e-mail muios@ioskole.net
How to apply	Interested candidates may submit their CV to muios@ioskole.net by no later June 20, 2025.

