



Funded by
the European Union

Project 2020/419-468

Project Title: Charity Shop for youth employment and environment protection

Funded by the European Union Office in Kosovo

NOTICE OF INVITATION FOR CONSULTING SERVICES

Title: Trainer for Staff Training on Social Enterprises, Retail, and Charity Shops Methodology of work

Performance period: 7 Working Days

In the context of the EU-funded Project “Charity Shop for youth employment and environment protection” YMCA MOVEMENT- YMCA LEVIZJE as the implementing organization is launching a Notice of invitation for the trainer for staff training on Social Enterprises, Retail, and Charity Shops Methodology of work

Background and Justification

YMCA MOVEMENT organization is a member of the YMCA Europe Federation and a representative of the YMCA World in Kosovo. We stand for the Empowerment of Youth in the World.

At the moment in Kosovo we are present in 11 locations with over 1200 young people, where we have 5 youth centers in Prishtina/Pristina, Gjakova/Djakovica, Peja/Peć, Junik/Junik, Deçan/Dečani and Rahovec/Orahovac.

The organization also has a program that runs in the model of social enterprise called Charity Shops. We have one charity shop in the municipality of Prishtina/Pristina, two in the municipality of Gjakova/Djakovica and an online shop in which recyclable products/goods are sold in order to protect the environment and raise funds to support and employ young people in Kosovo.

This project aims to establish the Charity Shops concept in Kosovo as a tool for youth employment and environment protection. Therefore, contributing towards building capacities of youth and people with special needs by employing them through social enterprises. The purpose of this project is to create a culture of recycling by working towards SDG13.



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Scope of Work:

1. **Goal and Objective:** Under the supervision of Project Manager, the expert will be responsible to train the staff for the Staff Training on Social Enterprises, Retail, and Charity Shops Methodology of work.
2. **Provide details/reference to areas covered:** This call covers drafting the methodology of the training, training staff on the operational part of social enterprises, retail and Charity Shops methodology of work.
3. **Activities and Tasks:**
 - Create training curriculum;
 - Based on the assessment, drafting the methodology of the training and submit to YMCA MOVEMENT for approval,
 - Conducting 7 day training,
 - Based on the adopted methodology and training schedule, conduct the training
 - Conduct the evaluation of the training
4. **Work Relationships:** The trainer will work with the Project Manager.
5. **Outputs and Deliverables:**
 - Work plan for developing the training, including strategy and proposed methodologies, as well as quality assurance plan;
 - Evaluation of the trainer work, based on evaluation forms received from participants;
 - Successful facilitation of the training
 - Technical advice and support to participants during the training
 - Final report on the implementation of the tasks after finishing the training/workshops.

The expert is expected to have:

- Excellent knowledge of the socio-economic sector in Kosovo,
- Good understanding of Social Enterprises and Circular Economy,
- Knowledge of gender equality and gender mainstreaming,
- Excellent communication and analytical skills,
- Be proficient in report drafting,
- Excellent written and spoken in English (as the work has to be done in English language)
- Experience in working in social enterprise

Qualifications and skills

- At least a college degree in, Economy, Business Administration, Social fields or associated fields;
- Experience on building capacities,



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- Excellent interpersonal communication skills including experience of facilitation of trainings/workshops and presentation

General professional experience

- At least 3 years of experience in delivering trainings/workshops for organizations

Qualified candidates are invited to submit a full offer corresponding to our requirements and the following documentation:

- CV
- Offer
- An Example of previous training you have led.

The full offer, exclusively drawn up in English, must reach the following email: office@ymcakosovo.com no later than 16.08.2021 at 10:00 (local time)

This invitation has been produced with the assistance of the European Union. The contents of this invitation are the sole responsibility of YMCA MOVEMENT and can in no way be taken to reflect the views of the European Union.