



Fairtrade Africa Women's School of Leadership

Terms of Reference for

Developing Training Modules

August 2016

Background:

Fairtrade is an alternative approach to conventional trade and is based on a partnership between producers and consumers. Fairtrade aims to support small-scale producers and workers who are marginalized from the benefits of trade. Fairtrade's vision is a world in which all small producers and workers can enjoy secure and sustainable livelihoods, fulfil their potential and decide on their future.

To fulfil this vision, Fairtrade has identified 3 long-term goals:

Goal 1: Make trade fair: Fairtrade aims to create an environment in which small producers are able to develop sound, resilient businesses; workers are able to exercise their rights and freedoms and earn a living wage; consumers are informed and demand fair trading practices as the norm; and public and private sector policies support and enable economic, social and environmental sustainability in trade. These fairer trading conditions are both a means to the other two Fairtrade goals and the end goal of trade justice which Fairtrade aspires to achieve.

Goal 2: Empower small producers and workers: Fairtrade understands empowerment as 'the expansion of assets and capabilities of people to participate in, negotiate with, influence, control and hold accountable the institutions that affect their lives'. Fairtrade aims to support empowerment among small producers and workers by helping them build independent democratic organisations, improve their negotiating position with the buyers/employers, achieve economic stability, make joint investments and increase their collective influence.

Goal 3: Foster sustainable livelihoods: A livelihood comprises the capabilities, assets and activities required for a means of living. It is sustainable when it can cope with and recover from stress and shocks and maintain or enhance its capabilities and assets while not undermining the natural resource base. Fairtrade aims to foster sustainable livelihoods among small producers and workers by enabling [via producer and workers' organisations] improvements in income, decent working conditions, improved living conditions and sustainable ecosystems.

To achieve these goals, Fairtrade aims to bring about simultaneous change in four spheres:

- Small producer and worker organisations
- Supply chain business practices (including labour practices)
- Consumer behaviour
- Civil society action

Gender in Fairtrade:

Fairtrade International has shown its commitment to gender by developing a Gender Strategy which covers the period 2016 – 2020. The strategy among other objectives aims at empowering women producers and workers through strengthening their capacities including



leadership skills. Fairtrade Africa is working on launching a Women's School of Leadership beginning of 2017. The school will target women within Producer Organisations that are Fairtrade Certified to enhance their participation in the leadership and management of their communities, organisations and households.

Purpose of Assignment:

With the support of Fairtrade Senior Gender Advisor, Fairtrade Africa gender leads have developed an outline and brief summary of modules that will be delivered under the proposed School of Leadership. This assignment expects that these summary module outlines are developed to full trainers' modules. The complete modules will be used by the selected trainers and will therefore provide adequate guidance on how to disseminate knowledge to participants, methodologies to be used, tools to be applied and the expected outcomes.

The Goal:

Development of The Fairtrade Women's School of Leadership Training Modules

Objectives:

- Use the developed summary outlines to fully develop trainers' modules
- Ensure that the modules are gendered and greatly focus on strengthening women's leadership roles and understanding of their added value for participating and taking up these roles.
- Infuse practices and learnings that relate to the African Contexts for purposes of creating confidence, motivating and demonstrating relevance. [Cases of African Women from across the continent should be used as reference points]
- Each module will be covered in a day; will have specific tools, group exercises, and action planning tools.
- The selected curriculum developer/consultant should develop the modules bearing in mind that they will provide the initial TOT post module development.

Timelines:

The assignment will be completed in 22 working days. The first draft will be submitted by the 23rd day. The final draft will be submitted one week after a review meeting to discuss comments and changes. It is envisaged that the work assignment will commence in October and complete in November of 2016.

Approach:

It is hoped that the consultant will apply a desk approach to develop the modules. Experience of working around Gender will be key and past experience of developing training modules will be necessary. FTA will provide the summarised briefs of what the modules will constitute as guidance for developing the full modules. Other Documents that will be provided include a Document that Compiles Gender Specific Elements of the Fairtrade Standards, The Fairtrade Gender Strategy, Documents relating to Analysis of Women in



Fairtrade [sampled], Documents relating to the challenges relating to Gender Based Violence in Value Chains and any other–documents that can help in designing modules that are responsive to Fairtrade specific needs for enhancing gender equality.

Deliverables:

The consultant will be expected to submit the following documents in English and in Word Format:

- An initial proposal indicating the approach to the work and a clear budget for doing the work by the 14th of September 2016
- Short listed candidates will be expected to produce an inception report/short document explaining processes that will support the assignment. This should be brought to the interview.
- The selected candidate will develop a full set of Training Modules in Word format as well as Power Point, covering the following areas:
 - i. Women’s Human Rights
 - ii. Fairtrade Standards and Gender Strategy
 - iii. Developing Self-Confidence, Self -Esteem and Resilience
 - iv. Group Cohesion and Principles of Cooperation
 - v. Women and Leadership
 - vi. Women and the Economy
 - vii. Women Understanding Money [Financial Literacy]
 - viii. Income Diversification and Project Management
 - ix. Strategic Negotiation and Influencing
 - x. Masculinity and Gender Equality

The consultant should also develop detailed tools for the training including but not limited to Case Studies, Illustrations, Group Activities, and Action Planning related to the 10 Modules.

Contact Person:

Proposals from interested Consultants should be send to Serah Mwangi the Fairtrade Gender Manager, by close of business on 14th September 2016.

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