



MINISTRY OF EDUCATION & TRAINING
STRENGTHENING BASIC EDUCATION SUPPORT TO
HUMAN CAPITAL DEVELOPMENT IN ESWATINI PROJECT



REQUEST FOR EXPRESSIONS OF INTEREST (REOI)
CONSULTING SERVICES – FIELD OFFICERS (4) TO SUPPORT THE IMPLEMENTATION OF
EXTRA-CURRICULAR FOR BOYS AND GIRLS’ CLUBS IN ESWATINI
INDIVIDUAL CONSULTANT SELECTION

Assignment Title: FIELD OFFICERS (4) TO SUPPORT THE IMPLEMENTATION OF EXTRA-CURRICULAR BOYS AND GIRLS’ CLUBS IN SECONDARY SCHOOLS
Reference No: SZ-MOET-477673-CS-INDV

1. BACKGROUND OF THE PROJECT

The Ministry of Education & Training (MOET) has entered into a loan agreement with the World Bank towards the cost of Strengthening Basic Education Support to Human Capital Development in Eswatini, Project: P173151 and intends to apply part of the proceeds for strengthening the Project Implementation Unit Team.

2. BACKGROUND OF THE ASSIGNMENT

The Field Officer will be responsible for implementing project activities in specified geographical areas and supervise Mentors/ Peer Educator from communities near the schools where the Boys and Girls clubs will be implemented. They will train Boys and Girls Club Peer Educators/Mentors, supervise, and support facilitation of club sessions as per the MOET and World Bank standards. The main aim is to mitigate the drivers of schools drop out for both Boys and Girls by equipping Adolescents with a wide range of psycho-social skills and relevant knowledge (e.g., communication, assertiveness, self-awareness, information on nutrition, sexual and reproductive health, menstrual health management, and substance abuse related issues) in order to empower them to effectively manage day-to-day life challenges, make informed decisions and successfully transition into adulthood. Through this intervention, the project will tackle issues such as adolescent pregnancy, substance abuse, and other risky behaviours, that are critical factors leading to dropout in Eswatini and have lasting adverse impacts into adulthood. Focus will also be given to raising adolescents’ awareness about gender-based violence (GBV) and Sexual Exploitation and Harassment (SEAH) issues and give them information on how to access referral services and programs.

3. INVITATION TO CONSULTANTS

The **Ministry of Education & Training** now invites eligible consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services as stipulated in the Terms of References below:

Duties and responsibilities

Working in close collaboration with the Component Lead, the Field Officer will:

- Develop an annual activity-based budget for the Boys' and Girls' clubs and provide timely inputs to the main AWP for the project.
- Work collaboratively with focal Guidance Officers in the Regions and Guidance Teachers in schools for the implementation of Boys and Girls Clubs;
- Participate in training of Guidance Teachers on their role as school club patrons and on non-discriminatory approaches to identifying learners with different vulnerabilities who are eligible for joining the clubs;
- Assist Peer Educators/ Mentor and Guidance Teachers in their role to form clubs at school level using provided tools;
- Support in the recruitment of 2 Peer educators/Mentors in each of the target schools;
- Support and monitor referral of boys and girls by the Peer Educators/ Mentor and Guidance Teachers;
- Train Peer educators/Mentors on how to deliver content and engage with Boys and Girls during school clubs' sessions;
- Provide supportive supervision, coaching and mentorship to the Peer educators/Mentors and report any areas of intervention to the Guidance Teacher and Component Lead.
- Coordinate partnerships and visits to schools; Assist in management and distribution of dignity packs and snacks to schools;
- Establish monthly and periodic meetings with Peer Educators/Mentors and focal Guidance Teachers;
- Provide one on one mentorship to Peer educators/Mentors as they coordinate Boys and Girls clubs;
- Identify, liaise and work with available community and school support resources;
- Encourage Peer educators/Mentors to Identify children in difficult social circumstances that may hinder them to complete school and assist to refer appropriately; Protect and advocate for the best interest of children in school during the implementation;
- Identify Peer educators'/Mentors' capacity gaps and facilitate capacity building sessions;
- Write and compile reports for the Project (weekly, monthly, quarterly, annually);
- Keeping an accurate and up to date enrolment form and consent forms for Club members;
- Support Peer Educators/ Mentor to prepare a lesson plan for every interaction with beneficiaries;
- Be accountable for Club resources. Keep an inventory for the materials;
- File reports according to World Bank and MOET standards;
- Be a resource person for referrals and linkages to relevant health, social protection services and economic strengthening services;
- Document best practices and lessons learnt, and facilitating cross learning amongst clubs in schools; and
- Perform other related duties as required by the program.

KEY QUALIFICATIONS:

Disclaimer

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The following are the key qualifications for this position:

- Bachelor's degree in Sustainable Development Studies, Community Development, Social Work, Social Sciences, Psychology, Public Health, or any other relevant field.
- Experience in social and health development, education and sustainability activities with a reputable organisation.
- Experience in negotiations and relationships building, partnerships management.
- Experience in working with schools and communities.
- Experience in stakeholder networking.
- Relevant experience in group formation as well as Adolescent Clubs will be an added advantage.

DURATION OF THE CONTRACT

- The duration of the contract is 2years full time.

LOCATION

- The duty station is Ministry of Education, Mbabane.

4. CONFLICT OF INTEREST:

The attention of interested Consultants is drawn to paragraph 3.14 to 3.17 of the World Bank's Procurement Regulations for IPF Borrowers dated July 2016, revised in November 2017, August 2018, November 2020 and September 2023 setting forth the World Bank's Policy on Conflict of Interest. The Consultant will be selected in accordance with the Individual Consultant Selection method set out in the Consultant Guidelines.

5. SUBMISSIONS:

Expressions of Interests must be submitted in a written form, *with all documents in one folder* to this Email address: procurement@moet-wbproject.org.sz not later than 21st March 2025 09:00 AM local time. For Further information, contact the Procurement Specialist on the email address. procurement@moet-wbproject.org.sz or call 76063412.

5.1 REQUIRED DOCUMENTS FOR SUBMISSION:

1. Expression of Interest
2. Curriculum Vitae
3. Qualifications
4. National ID
5. Proof of similar work undertaken (Experience)

5.2 ADDRESSED TO:

Attention: Ms. Khanyisile Mokoena – Project Coordinator

The Tender Panel MOET – WB Project

P.O. Box 39 Mbabane

E-mail: procurement@moet-wbproject.org.sz

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