

Terms of Reference – Individual Contractor Kenya

Assignment title: General Production & Quality Control For Beading

Contract start and duration: from Jan 15th, 2024, to June 30th 2024

Duty station: Factory-based – Don Bosco Boys Town, Kenya

Travel: Local travel required

Background

The ITC Poor Communities and Trade Programme (PCTP) and its Ethical Fashion Initiative (EFI) reduces global poverty by enabling micro-entrepreneurs from the developing world in international and regional trade. The Programme supports marginalized communities of micro-entrepreneurs to become part of the international fashion value chain through a bespoke business infrastructure around a unique system of work that enables these communities – mostly women – to thrive in association with the talents of the fashion world. EFI works by creating a permanent linkage between the market and micro-producers, a link harnessed through social enterprises that run production and trade hubs. The four key stakeholder groups of this model are consumers, buyers and businesses in the lifestyle sector, social enterprise running centralized production hubs and artisans and micro-entrepreneurs grouped in legal entities.

The Agency of the Italian Development Cooperation (AICC) and the International Trade Centre (ITC) are working together on an ambitious project Designing the Future, a Green and Inclusive Fashion Ecosystem for Kenya. The project aims to leverage the Ethical Fashion Initiative business model and its experience in managing structured value and supply chains in Kenya to contribute to climate resilient growth and to a more inclusive society for women and youth. Kenya is where EFI was born and has tested its business model, expanding later its outreach to several more African countries. Over the years the business model has morphed into an international supply chain managed by African Social Enterprises and an Accelerator for African design businesses.

This project was designed to promote climate resilient growth and an inclusive society for women and the youth (impact) by leveraging the fashion value chain. It achieves this by empowering women and young designers and artisans to participate in their respective national, regional markets and in the international value chain of the premium fashion and textiles industry, developing their capacities, receiving investment in their businesses, and acquiring new forms of support for product development and supply chain coordination.

Description of Duties/Responsibilities

Under the overall and direct supervision of the Poor Communities and Trade Programme (PCTP)'s Chief Technical Adviser (CTA), the consultant will perform the following tasks:

1. Module development: Designing and developing training materials and modules to address specific beading skill sets.
2. Delivery of Training: Conducting training sessions to impart skills, using effective training methods and tools.
3. Assessment and Evaluation: Assessing the progress of participants and conducting evaluations to measure the effectiveness of the training program.
4. Individualized Coaching: Providing personalized guidance and coaching to participants, addressing their specific learning needs.
5. Staying Updated: Keeping abreast of industry trends and updates to ensure that training content remains relevant and up-to-date.
6. Adaptability: Adjusting training methods to accommodate different learning styles and abilities within the group.
7. Motivation: Inspiring and motivating participants to actively engage in the learning process and apply acquired skills.
8. Feedback: Offering constructive feedback to participants to facilitate continuous improvement.
9. Documentation: Maintaining accurate records of training sessions, participant progress, and assessments.
10. Collaborating with other trainers or professionals to enhance the overall training program.
11. Addressing challenges or issues that may arise during training and finding solutions.
12. Networking: Building connections with industry professionals to stay informed about skill requirements and job market demands.

Expected Output and Timeline:

Output 1 Product development of beadwork samples **by 30th June 2024**

- a) Produce beadwork samples as per the spec sheet with the help of PD lead;
- b) Share the list of raw materials required for product development;
- c) Share the challenges experienced during PD and offer a solution;
- d) Train the existing beading communities based on the order;
- e) Capacity building – training new beading communities;
- f) Requisition of sampling and training materials.

Skills

- Communication Skills: Effectively communicating training objectives, expectations, and content to participants.
- Good technical skills
- Pro-active and initiative-driven behaviour;
- Excellent organizational and problem solving skills
- Excellent training skills

Education

- Technical and Vocational Education and Training (TVET) certificate;
- Extensive experience in beadwork in lieu of academic qualification.

Experience:

10 years of experience required. Experience working in a development context in Kenya. Experience in working in the artisanal sector.

Language

Advanced knowledge of English and Kiswahili.

Knowledge of other local languages is an added advantage.