Terms of Reference
First Aid and Search & Rescue Training for Community Emergency Response Teams (ERTs) in District Rajanpur

Organisational Background
Concern Worldwide is an international, non-governmental, humanitarian organization dedicated to the reduction of suffering and working towards the ultimate elimination of extreme poverty in the world’s poorest countries. Concern’s first involvement in Pakistan was an emergency response to widespread flooding in 1992. Concern became fully operational in Pakistan in 2001 to provide relief to the influx of Afghan refugees into Pakistan. Concern has since progressed into longer-term development programme and is presently working in Baluchistan, Punjab, Sindh and Khyber Pakhtunkhwa (KPK) provinces. During the last ten years, Concern has also responded to a range of natural and complex disasters across Pakistan.

Lodhran Pilot Project (LPP) was setup in 1999, With the passage of time LPP has successfully extended its operations into the rural areas of Southern Punjab, and became the pioneer in introducing OPP’s component sharing model in the rural areas of Pakistan. LPP strives to develop replicable models for eliminating environmental pollution by collaborating with different developmental actors; and to ensure the access of poor and marginalized communities to institutional services.

Human Empowerment to Lead & to Progress (HELP) Foundation was established in 1974 at Kot Mithan-Rajanpur. HELP Foundation’s vision is of a world in which all the human beings are empowered to quest and realize their rights with justice and dignity to lead and making progress. It is working with aims to overcome poverty and suffering through a process that unites people for making collective efforts, enabling environment and common interests

Context
Concern Worldwide is currently implementing a Community Based Disaster Risk Management (CBDRM) program with the support of Office of Foreign Disaster Assistance –OFDA/USAID in District Rajanpur of Pakistan in partnership with two local NGOs (1. Lodhan Pilot Project and 2. Help Foundation) The project is aimed to improve the disaster risk management capacities and strategies of poor and vulnerable populations and other key stakeholders through enhanced awareness and capacity building in District Rajanpur of Pakistan. Concern is currently in the process of facilitating communities to establish Emergency Response Teams (ERTS) at Union Council level and planning to organise trainings on first aid and search & rescue for the ERTs to equip them with the essential skills in order to undertake primary emergency response activities in the event of any disaster within the UC.

Concern Worldwide along with the partner NGOs (LPP and Help Foundation) looking for the services of experience local consultant (or a team), who facilitate our implementing partners in delivering aforementioned trainings to emergency response teams established at UC level.

Overall Objective
The overall objective of consultancy is ‘to enhance the capacity of designated communities’ Emergency Response Teams (ERTs) at each target UC so that they are able to undertake primary emergency response activities in the event of any disaster within the UCs’.

Specific Objectives
- Deliver First Aid training to organised volunteer group of ERT members at UC level
- Deliver Search and Rescue training to organised volunteer group of ERT members at UC Level
Outputs of the consultancy
- Develop training module/materials/hand outs for first aid and search rescue trainings.
- Develop detailed trainings schedule and plan of actions against mentioned timeframe.
- Provide information on the theoretical context and conduct practical exercises in which participants can practice disaster response techniques.
- Arrange and provide training aid material for practical exercise.
- Organise 22 training events on Basic First Aid for 645 (M/F) individuals at UC levels.
- Organise 22 training events on Search and Rescue for 645 (M/F) individuals at UC levels.
- Submit participants’ comprehensive evaluation and training report within two weeks of the completion of the training.

Lines of Communication
The consultant will report to Concern Worldwide Programme Manager Punjab/or any designated individual/s nominated by him.

Timeframe
The consultant is expected to complete all trainings events within the time period of 40 days.

Qualifications & Experience:
Preference will be given to consultants /institutions with a specialised team who have experienced in providing training in the above mentioned topics and in working in the capacity building of search and rescue/first aid teams.

Submission of Expression of Interest:
Consultants/institutions who meet the requirements are invited to submit their expression of interest, which should include the following:
- Cover letter detailing the consultant’s/institutions suitability for the assignment and current contact information.
- CVs of the team members, including detailed work experience, education; please clearly identify the overall lead consultant.
- Consultants are expected to submit appropriate training methodology and detailed relevant training content that best suit to training objectives.
- Indicative budget for the consultancy fee and travelling cost (boarding /lodging, stationery for the facilitators and any other expected costs).

The deadline for the submission of applications is October 10, 2013. Shortlisted consultants/institutions will be subsequently requested to submit/present their detailed methodology. For the successful applicant, the submitted methodology will act as the agreement between parties as to how the trainings will be conducted.

All applications should clearly be marked as ‘Consultant for First Aid, & Search and Rescue Training’ and should be sent by post to: Logistics & Admin Officer, Concern Worldwide House # 1542, Glaxy Town Neel Kot Bosan Road, Multan, Punjab- Pakistan.