

## **Terms of Reference for Trainer of Standardised Basic Training Curricula for Journalists**

### **Background**

Journalists are one of the key change makers in Nepal and they are the ones, who can contribute to increase media freedoms, freedom of expression as well as professional and accountable media for the protection and promotion of human rights, democracy and peace in Nepal. For this their capacity needs to be enhanced so that they can professionally report and meaningfully contribute to democratic norms and institutions that is necessary for a functioning media.

To support this, FNJ has developed two sets of training curricula; basic and advance. These sets will be used to train and enhance the capacity of around 1000 journalists in phase-wise approach in 11 districts of 7 provinces, providing opportunities of learning, practicing, reflecting and benefitting from long-term mentorship approach.

### **Objective of the Assignment**

- Delivery of the standard basic training to journalists according to basic standardised training curricula prepared by FNJ;
- Increase basic journalism skills and understanding of journalists so that they can strengthen professionalism and capacity of journalists and media for independent, responsible and accountable journalism in future endeavours.

### **Scope of the work**

To deliver seven half-day standard basic training to journalists as per the standardised basic training curricula developed by FNJ in one or more of the project locations; Sarlahi, Dhanusha, Makwanpur, Kaski and Surkhet.

### **Timing and duration**

The standardised basic training is expected to be delivered from August 2021 (if pandemic allows) in 9 different locations. The training will be conducted for seven days in each location. Consultant shall provide 8.5 to 9 days in each location for training and shall provide additional one week before and after training for preparation and reporting. Consultant can be selected for one or more trainings based on the procurement process and interest of the trainer.

### **Specific Tasks and Methodologies**

1. Study the 'Basic Journalism Training Curriculum' (herein after the Curriculum) to be used by FNJ to train the journalists on basic journalism concept and practices;
2. Prepare presentations, resources and other required materials as per the curriculum;
3. Prepare and plan the schedule and tactics of four hour training in two shifts for two groups each day for seven days in each district in coordination with the Program Manager of FNJ;
4. Participate in the Training preparatory meetings as per the need;
5. Train and facilitate two shifts trainings in each assigned districts with support and coordination of Project Manager;
6. Be available for travelling to and from training location/venue during training days;
7. Prepare and provide observation report of the 7 days training of each district after the event in both hard and electronic copy;
8. Conduct pre-training and post-training evaluation of the trainees and submit report of the

same to FNJ.

**Deliverables**

The consultant will provide the following key deliverables for this assignment:

- Provide observation report of the 7 days training of each district within a week of the event in both hard and electronic copy.
- Trainee and training evaluation report based on pre and post training assessment

**Terms of Payment**

FNJ will provide the consultant fees as per mutually solicited daily rate. If the trainer needs to travel from outside the district, s/he will also be provided per diem for the training and travelling days as per the policy of FNJ as well as travel cost. For the local trainers, local travel will be provided as per FNJ policy. The consultant's fees will be paid in the whole after completion of the training and submission of all the deliverables.