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SUSTAINABLE AGRICULTURE TANZANIA  
SOLUTIONS FOR A BETTER FUTURE

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# TERMS OF REFERENCE FOR

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**TRAINER(S) OR COACH(ES) TO PROVIDE TRAINING ON  
SOCIAL PSYCHOLOGY AND COUNSELLING TO WARDENS  
AND MATRONS FROM AGRICULTURE TRAINING  
INSTITUTES**

**FEBRUARY 2023**

**SUSTAINABLE AGRICULTURE TANZANIA**  
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## **1.0. Overview**

Sustainable Agriculture Tanzania (SAT) is seeking to hire a Trainer(s) or Coach(es) to conduct a Social Psychology and counselling training for wardens and matrons from Agriculture Training Institutes. Interested Trainer(s) or Coach(es) are free to propose the methodology and tools that will be used in the training. These Terms of Reference (ToR) serve as a request for technical and financial proposals from individual consultants/firms interested in conducting this training.

## **2.0. About Sustainable Agriculture Tanzania (SAT)**

SAT is a local organization that was registered in June 2011 and complying with the NGOs Act 2002 as amended in 2019 with registration number 00NGO/R/833. SAT's vision is that "the majority of farmers are using acknowledged agroecological methods to improve their livelihoods, conserve the environment, and reduce pressure on natural resources". SAT collaborates with other stakeholders including farmers, Ministry of Agriculture (MoA), universities, organizations, companies, and government extension officers to be involved in activities that are carried out by SAT. This holistic approach establishes an Innovation Platform, where dissemination, research, application and marketing and networking build the main pillars. SAT headquarters are in Morogoro with branch offices in 4 regions and operates all over Tanzania.

## **3.0. About CISTI project**

SAT in collaboration with the Division of Agricultural Training and Research (DTR) of the Ministry of Agriculture and with the support of Liechtenstein Development Services (LED) is implementing the Curriculum Implementation Support for Training Institutes (CISTI) project since 2019 with the major aim of supporting the production of competent technical personnel who work effectively to meet the demand of Tanzania's agriculture sector, increasing climate resilience and strengthening livelihoods of smallholder farmers, thus alleviating poverty and food insecurity for sustainable development.

## **4.0. Objective of the assignment**

The objective of this assignment is for wardens and matrons to improve their skills, knowledge, and confidence in provision of psychology and counselling to students. The wardens and matrons will be capacitated in social and educational psychology as well as counselling so as to be able to support students in areas of learning, participation, dealing with academic and social challenges, mental health, overall academic performance to be able to improve according to expectations and career guidance. 58 matrons, patrons, wardens etc are expected to attend and training will take place at SAT Farmer Training Centre (FTC) in Vianzi, Lubungo Ward, Mvomero District.

## **5.0 Expected outcomes of the training.**

At the end of the training, we expect that the participants will be able to:

- Explain the concept of psychology and counselling.
- Provide basic psychology and counselling to students.
- Explain the concept of intellectual development.
- Explain the concept of how learning occurs and to use acquired knowledge and skills to support students in their academic career.
- Understand the concept of psychological disorders especially those that would interfere with students' academic outcomes and relationship with colleagues and tutors.
- Recognize anxiety, anger, self-esteem issues, mental health and social anxiety problems and provide advise accordingly.
- Develop their unique counseling framework for handling abuse of any forms, ensuring welfare, providing psychology and counselling to students and staff.
- Ensure welfare and wellbeing of the students is maintained.

## **6.0. Methodology**

The Trainer(s) or Coach(es) are free to propose the methodology and tools that will be used in the training. These Terms of Reference (ToR) serve as a request for proposals from individual consultants/firms interested in conducting this training.

## **7.0. Expected deliverables.**

The following deliverables are expected from the facilitator/trainer.

- i. Technical proposal indicating the detailed training methodology, training contents, sources, Five-days training program and training materials that will be discussed, modified and approved by SAT before training starts.
- ii. Carry out face-to-face training to participants for 5 days.
- iii. Comprehensive training report of the training assignment
- iv. Deliver notes which will be shared in soft or hard copy materials.
- v. An electronic copy of all training materials and contents including presentations, videos, and other resource of relevant materials on social psychology and counselling.

### **Note:**

*The training report will be produced after one week from the date of the training closure. Training notes and other resource materials should be provided during or at the end of the training.*

## **8.0. Time span of the training**

This training is expected to be carried out for a period of 5 days (from 20<sup>th</sup> to 24<sup>th</sup> March 2023).

## **9.0. Profile/consultancy requirements**

- Master's degree in psychology or social work with demonstrated strong experience in social work/counselling or another related field which is in line with the training objective and scope of the assignment (item 4.0 and 5.0 or any relevant field)
- Demonstrated experience and proven record in undertaking similar assignments.
- Minimum 7 years' experience as a psychologist, counsellor, social worker, educational psychologist in a variety of cases or any other similar related field.
- Excellent analytical, interpersonal, communication, reporting and facilitation skills, including in multi-cultural settings.
- Evidence of having undertaken similar assignments, at least 3 references of previous or current clients.
- Awareness of cultural and social contexts of non-majority and working with vulnerable groups will be considered an advantage and
- Proficiency in adult-learning principles, innovative facilitation skills and approaches.

#### **10.0 Proposed modality of payment**

Upon signing of the contract before the start of the assignment, a first instalment of 50% of the agreed sum amount will be paid and then 50% after finishing the entire assignment and handing over the reports of the assignment.

*We are open to receive questions for clarifications if any through [consultancy@kilimo.org](mailto:consultancy@kilimo.org) until 1<sup>st</sup> March 2023 after which no further questions will be received. No in-person or phone follow up is accepted.*

#### **11.0. Application and Documentation**

Interested qualified trainers or coaches are invited to submit their applications. Trainers who meet the requirements should submit the following: application letter (EOI), Curriculum Vitae of the trainers or coaches (individual or consortium), technical proposal showing how you intend to achieve the stated objectives, previous experience (sample work and references), proposed five days training program and budget for undertaking the assignment. Please send your application electronically via [consultancy@kilimo.org](mailto:consultancy@kilimo.org) by **5<sup>th</sup> March 2023** with the subject line of email **Social Psychology and counselling Training**. Award giving of the assignment to the selected consultant/firm will be on **10<sup>th</sup> March 2023**. **NB:** Deadline for submission of EOI will be on **5<sup>th</sup> March 2023 at 1700hrs East African Time**. Late EOIs and portions of EOI, shall not be accepted for evaluation irrespective of the circumstances. **Only awarded consultant(s) will be contacted.**