

Introduction to Disability Inclusion

Service Provider ToR

Background

The Pass It Back program aims to provide children with structured sport and life skills learning opportunities in a safe, inclusive environment, that supports social and emotional learning and allows them to positively contribute to their communities.

Rationale

ChildFund Sport for Development (S4D) team has identified a need for services around training on disability inclusion for staff and activity leaders. A key factor that underpins this need is that donors are increasingly holding development actors accountable for their work around inclusivity and their capacity to effectively engage vulnerable, marginalized and excluded populations as well as ensure safe and positive environments for all stakeholders.

The following needs have been identified as key to Rugby for Development work delivering more inclusive programming:

- a. Improving knowledge of the basic principles of disability inclusion among staff, partners and Coaches.
- b. Introducing best practices around language and terminology.
- c. Establishing a set of 'next steps' practices and processes that can be implemented and monitored over time.

Service Outcomes

This proposal outlines a set of services that ChildFund seeks to engage a service provider to support:

1. Deliver one day training to ChildFund S4D staff and key partner leaders (8 Senior Coaches and 3 Network Chairpeople) in Hoa Binh city, Hoa Binh province to build understanding of disability inclusion principles and practices and Vietnamese government commitments toward disability inclusion, as well as develop a set of good practice disability inclusion protocols that a Rugby network can adopt to improve disability inclusion in their work;
2. Deliver a one day training in Kim Boi and a one day training in Tan Lac to S4D Coaches to build understanding of disability inclusion principles and how to take key steps to implement good practice in their work with players as well as how to collect accurate data using contextually appropriate processes and terminology specifically using the Washington Group Short Set.

Training Package Objectives

The training package will deliver the following:

1. To socialise the disability inclusion principles, key terminology, and the context of disability inclusion in Vietnam.
2. To support Vietnamese national staff in understanding government commitments and support for inclusion and where and how disability inclusion sits in Vietnam government contexts.
3. To support Vietnamese national staff to understand how sport activities can be created or adapted to be more inclusive of people of all abilities.
4. To support training on the understanding and use of the Washington Group Short Set of questions, as well as general practices around contextually appropriate data collection.

As disability inclusion in sports is of increasing importance to international S4D program and building on ChildFund's experience in international safeguarding in sport, a pre-training meeting with key ChildFund staffs to prepare the training agenda and content overview is requested to ensure content is aligned with international sport commitments. A post-training meeting is requested to support ChildFund in

documenting training learnings and actions toward development of creation of a set of best practice disability inclusive programming integrations and ensuring equitable representation of persons with disabilities in demographic and impact data.

Service Agenda and Timetable

#	Activity Description	Approximate Date	Time (Days)
1	Pre-Training Meeting: Discuss and agree on content and ensure alignment with objectives.	18 Jan 2021	0.5
2	Training Preparation: Service provider staff to use this time to prepare for the trainings and any support or information from ChildFund during this process would be welcome anytime	Based on service provider	2
3	Training 1 — S4D Staff Training: Hoa Binh	27 Jan 2021	1
4	Training 2A — Coach Training: Tan Lac	23 Feb 2021	1
5	Training 2B — Coach Training: Kim Boi	24 Feb 2021	1
6	Post-Training Meeting: Reflection and Protocol Development	March 2021	0.5
TOTAL			6

Staff and Key Partner Leader Training Content

It is proposed that the content of the training should cover the following:

1. Introduction to disability inclusion principles;
2. Introduction to the context of disability inclusion in the Vietnam (history, progress, existing government policy and planning);
3. Key terms and language;
4. How to integrate a set of key practices (“first steps”) into S4D operations and Rugby for Development programming;
5. The collection and use of Washington Group Questions.

A decision on the final content will be made during the formation of the training agreement.

Proposed Schedule

It is proposed that the training is broken into two main components. The first component (Training 1) is a specific training covering all ChildFund S4D staffs and key partner leaders. The second component (Training 2A and 2B) is a training with all Coaches and will include their managers who were in Training 1. Training 2A and 2B will happen as below.

Training 1

Target:	S4D Staffs
Location:	Hoa Binh city, Hoa Binh province
Date:	27 Jan 2021
Time:	1 day
Participants:	10-15
Languages:	Vietnamese

Training 2A

Target:	Coaches in Tan Lac
Location:	Tan Lac district, Hoa Binh province
Date:	23 Feb 2021
Time:	1 day
Participants:	40-45
Languages:	Vietnamese

Training 2B

Target:	Coaches in Kim Boi
Location:	Kim Boi district, Hoa Binh province
Date:	24 Feb 2021
Time:	1 day
Participants:	40-45
Languages:	Vietnamese

Requirement of the service provider

- Have excellent experience/knowledge in delivering Disability Inclusion training; understanding Sport for Development approach is an advantage;
- Experience working with national, regional and/or global organisations in developing contexts, with sports organizations is an advantage;
- Experience working with children and young people;
- Demonstrated supervisory and training skills;

How to apply

Interested candidates are invited to send their technical proposal including Outline of the work approach, methodology, work plan, and profile of service provider(s) and sample of similar works done in the similar areas, as well as quotation to the following email address huong@childfundpassitback.org. Deadline to apply for this consultancy service: 17:00, 30th of December 2020. The short-listed consultant(s) will be contacted for interviews.