REQUEST FOR CONSULTANCY

Consultancy: Delivery of Training of Trainers (TOT) training on Facilitation for WWF staff

WWF Pacific is working together with communities and partners towards the following: All Pacific peoples and nations are empowered, climate resilient and prosperous, with nature thriving and visibly and measurably recovering - a ‘People and Nature Positive Pacific’.

From Papua New Guinea with the third largest tropical rainforest in the world and home to over seven percent of the world’s total number of species, to the Solomon Islands with record numbers of fish species; to the world’s third longest continuous barrier reef system in Fiji. The richness and diversity of species found in the Pacific is globally significant. Papua New Guinea and Solomon Islands both form part of the Coral Triangle, the centre of the world’s marine biodiversity. Some of the most coral reefs less exposed to climate change are found in Fiji and Solomon Islands. WWF works across Papua New Guinea, Fiji, and Solomon Islands with offices in each country and a regional hub to serve communities and protect this region’s rich and unique biodiversity.

We have three goals that outline our ambition and the cross-cutting nature of our work and what we are working towards long-term: empowered Pacific peoples, integrated ocean management and climate resilient Pacific nations. Our overarching focus is on community and ecosystem resilience combined with area-based conservation, working towards 30x30 and safeguarding the lands and waters of the Pacific. We focus on conservation priorities across 30x30: community-led conservation, sustainable fisheries and blue foods, conserving marine species, reducing deforestation, Pacific policy leadership, Gender Equality, Disability and Social Inclusion (GEDSI) mainstreaming and sustainable blue economy.

The World Wide Fund for Nature (WWF) recognizes the importance of effective facilitation in its conservation efforts and collaborative projects. This Training of Trainers (TOT) program on facilitation is designed to equip WWF staff members with essential facilitation skills and techniques to enhance their ability to lead and facilitate group discussions, workshops, and meetings at all levels of engagement. This will help us better deliver on our projects and programmes and ultimately achieve our strategic outcomes and goals.

Scope of Works

- To provide WWF staff with an understanding of facilitation concepts and principles.
- To equip participants with practical facilitation skills and tools.
- To empower WWF staff to design and lead effective facilitation sessions.
- To enhance their ability to adapt facilitation approaches to various contexts and audiences.
- To foster a culture of collaboration and shared learning among WWF staff.
Deliverables
The consultant is expected to deliver the following:

- A TOT training with a detailed training agenda with session outlines and objectives
- Training materials, including presentations, handouts, and exercises
- Assessment tools for evaluating facilitation skills
- A detailed post training report summarizing the training outcomes

Required Qualifications & Experience
The successful person(s) is required to meet the following criteria:

- Advanced skills in training and facilitation and engagement of adult learners
- Experience developing comprehensive training curriculums and delivering similar trainings
- Knowledge of effective training methods
- Ability to maintain a dialogue with various participants and groups of learners
- Strong communication and interpersonal skills to attract and maintain attention, break the ice, shift the focus of learners when needed, and be heard by the audience
- Strong facilitation experience

Competencies (not limited to):

- Problem-Solving Skills
- Communication Skills
- Management Skills
- Active Listening Skills
- Time Management Skills
- Design Thinking Skills
- Emotional Intelligence Skills

How to Apply?
Interested parties are requested to submit a curriculum vita and a cover letter with the subject line “WWF Consultancy: Delivery of Training of Trainers (TOT) training on Facilitation for WWF staff” to: ppo.hr_recruit@wwfpacific.org Please also include in your application how you found out about this advert.

Other Requirements:
1. Taxation or exemption Certificate (if eligible)
2. Taxation Number
3. Names of 2 referees to confirm credibility of past engagements
Deadline for applications: 5pm (Fiji Time) on Wednesday, 08\textsuperscript{th} November, 2023. Work is expected to begin from the date of signing. The expected end date for completion of the deliverables report is no later than Monday, 20\textsuperscript{th} November 2023.