

Terms of Reference for Trainer

Job Title: Trainer – Conflict Management and Resolution Training Program

Type of contract: External consultant

Location: Amman

Deadline for submitting applications: 13.09.2025

1. Background

Rasheed for Integrity and Transparency / (Transparency International - Jordan) was established at the end of 2013, as a non-profit civil society organization, through a group of activists in public work. "Rasheed" is the only official point of contact representing Transparency International in Jordan. It aims to improve the Jordanian citizen's involvement in anti-corruption activities.

2. Training program objective

The project aims to empower youth aged 18 to 30 on promoting integrity and anti-corruption, by offering them 2-day training program focused on **communication skills, emotional intelligence, advanced negotiation skills and the role of youth and civil society in establishing community peace.**

Note: The trainer's guide has been pre-prepared.

3. Scope of the consultancy

The consultancy is for a trainer who is expected to provide 2 days of training on the topic related to **communication skills, emotional intelligence, advanced negotiation skills and the role of youth and civil society in establishing community peace.**

The trainer will undertake the following tasks:

- Consult with Rasheed (TI -JO) and the project team to clarify objectives, processes, and expected outcomes.
- Develop a work plan, detailed agenda, pre-and-post assessments, and participant evaluation forms aligned with the training manual
- Review the pre-prepared trainer manuals.

- Assess participants' performance during the training and guide them in organizing peer sessions for others interested in the topic, including providing a concise summary.
- Conduct the training over 2 days.

4. Deliverables

The key deliverables for this consultancy include:

- Submission of a detailed work plan for the assignment.
- Submission of a comprehensive agenda, pre-and-post assessment tools, and participant evaluation forms.
- Delivery of the 2-days training program to the targeted youth.
- Submission of a final comprehensive training report, including a detailed pre-and-post analysis, participants' evaluations of the sessions they conducted, and actionable recommendations.

5. Timelines and key outputs:

#	Outputs/ deliverables	Timeline
1	Submission of a detailed work plan for the assignment.	0.5 day
2	Submission of a comprehensive agenda, pre-and-post assessment tools, and participant evaluation forms.	1 day
3	Preparation for the 2- days training	0.5 day
4	Conduct 2-days training program for the targeted youth.	2 days
5	Submission of a final comprehensive training report, including a detailed pre-and-post analysis, participants' evaluations of the sessions they conducted, and actionable recommendations.	1 day
	Total working day	5 days

6. Reporting

The consultant will work under the direct supervision of the Rasheed (TI -JO) project team, with overall guidance from the Executive Director. The consultant will ensure close

consultation and collaboration with the Rasheed (TI -JO) Project team in carrying out the assignment throughout the consultancy.

7. Qualifications and skills

- University degree in Business Administration or Political Science or another related field.
- 5-7 years of experience in the field of training, including proven track records of successful conduct of training programs for youth;
- Extensive knowledge of Conflict Management and Resolution processes, especially in the context of Jordan;
- Excellent training skills;
- Excellent communication skills;
- Excellent written and spoken Arabic and English;
- Ability to work independently, produce high-quality outputs, and work under tight timeframes.

8. Application Instruction

- Send your CV to the following e-mail: careers@rasheedti.org, with the subject line: **"Trainer for Conflict Management and Resolution to Build Societal Peace"**.
- Submit a Financial Proposal with a clear indication of the consultancy fee.

Rasheed for integrity and transparency (Transparency International - Jordan) provides equal and fair opportunities in employment for all people without regard to race, color, religion, gender, origin, age, political affiliation, or marital status.