**ORGANIZATIONAL OVERVIEW**

Right to Play (RTP) is a global organization that uses the transformative power of play to educate,

Protect and empower children facing adversity. We were founded in 2000 by Johann Olav Koss, social entrepreneur and a four-time Olympic gold medalist.

Right To Play Lebanon works on the following objectives:

* Enhancing the quality of education for boys and girls (6-12 years) in Lebanon
* Improving the quality of formal and non-formal education for Syrian refugee and host community children (12-17 years) to provide positive learning environments and increase retention in formal education.
* Provide youth with the necessary skills to better equip themselves to access the job market and mitigate risk factors impacting their lives.

Right to Play Lebanon seeks a dynamic consultant to support the team in developing their capacities in stress management and emotional intelligence, with skills gained to be applied practically for team building purposes and then to be passed on for other coaches and teachers in the programs.

This training will be given to professionals and managers who work with vulnerable communities and who already have expertise in delivering life skills trainings and coaching different partners, teachers and coaches.

1. **Objectives**

To increase employee engagement within the organization including teamwork and interpersonal skills, in preparation for rolling out the new organization strategy in 2020.

1. **Responsibilities, tasks and deliverables**
2. Deliver a **full day training** for 20 RTP staff covering the following points:

* Necessary strategies to manage their emotions, respond to other people emotions, as well as improving personal efficiency and team performance.
* Linking emotional intelligence to personal and organizational success
* Tools for enhancing personal skills, which include self-awareness and self-management of personal emotions
* Tools for enhancing social skills, which include recognizing other people’s emotions and responding accordingly
* Developing action plans to improve stress management and emotional intelligence.

1. **One on one coaching** meeting and questions for around 10-15 persons to understand the challenges and to follow up on the action plans

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|  | Activity/Task | Expected TimeFrame |
| 1.  2.  3.  4. | One day meeting with the Global Director, Country Director and the Human Resources officer to understand more the team dynamic and to have a clear idea about our work and what we do  One day training for the whole staff on the Emotional Intelligence and stress Management    One on one coaching session with 10-15 employees to understand the challenges among the team  Follow up on the action plans developed | October 03rd, 2019  October 14th, 2019 (flexible)  October 16th, 2019 (flexible) |

**Submission of proposal:** Monday, September 30, 2019

**Decision to award contract:** Wednesday, October 2nd, 2019

**Meeting RTP team:** Thursday October 3rd, 2019

1. **Qualifications of the consultant**

A consultant is needed who should have the following competencies and experience:

* Evidence of experience in conducting training/coaching sessions with participants who work with vulnerable communities
* Proven knowledge and experience in the emotional intelligence and stress control topics
* Degree in relevant field (e.g. Life Coaching)
* Strong facilitation skills, particularly with regards to working with professionalism
* Demonstrated understanding and support of principles of equity, participation and inclusion
* Good writing skills
* Fluent spoken and written English and Arabic

**7. Proposal submission**

Interested Individuals are requested to submit the following documents:

* Cover letter/expression of interest which mentions the per diem rate in LBP or in USD with an exchange rate. The letter should also include the MOF registration if applicable and should be signed and dated.
* CV of the applicant

The proposal must be submitted no later than Monday, **September 30, 2019** to Ms. Rayane Tarabah, Human Resources Officer, Right To Play Lebanon at: [rtp.lebanon@righttoplay.com](mailto:rtp.lebanon@righttoplay.com). Incomplete proposals will not be considered.

The following should be clearly stated in the email heading: “**Training for Emotional intelligence and Stress management**”. Early submissions are encouraged and appreciated. While we thank all applicants for their interest, only those selected for interviews will be contacted.

Competitive budgets would be considered.

Right To Play is a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs.

To learn more about how we are and what we do, please visit our website at [www.righttoplay.com](http://www.righttoplay.com)