

## **Terms of Reference (TOR) for engagement of consultant to develop IEC Materials on Life Skill Education**

Jayaprakash Institute of Social Change (JPISC) wants to engage consultant to develop IEC Materials for a Project titled ***"Sustainable improvement of psychosocial care for vulnerable children and adolescents through counselling services, capacity building and advocacy work"*** in Howrah, West Bengal.

### **TERMS OF REFERENCE**

#### **Presence of Jayaprakash Institute of Social Change (JPISC)**

Founded in 1973, the non-governmental organization *Jayaprakash Institute of Social Change* (JPISC) operates as a leading social research institute in eastern and northeastern India. JPISC offers degree programs in social work, psychological counseling, and child protection affiliated to Vidyasagar University, which is accredited by UGC. JPISC is active in the areas of child protection, mental and physical health, gender issues, and livelihood security, and thus contributes to shaping the policy framework. To this end, JPISC works with a wider range of relevant actors at different levels.

#### **Background:**

The project emphasizes on training and sensitization programme of vulnerable children and youth along with teachers and school committee in Howrah district, suffering from mental health challenges in the context of Covid-19 pandemic have access to needs-based services and support mechanism to improve their mental health. This includes vulnerable families, parents, guardians, community members, and political and relevant health stakeholders in Howrah have increased their knowledge of psychosocial problems and have become more aware of mental illness in children and adolescents.

#### **Contents of the Module**

Life skills are basic skills that help individuals in leading a meaningful life and better adjustment in the society. The primary objective of the IEC Material is to develop a life skill module on sustainable improvement of psychosocial care for vulnerable children and adolescents. These modules will address critical areas such as emotional regulation, social skills, resilience building, and mental health awareness. Life skill modules will be prepared following a set of life skills as mentioned below:

- Self-awareness
- Empathy
- Creative thinking
- Problem solving
- Decision making
- Coping with stress
- Coping with emotions
- Healthy interpersonal relationship
- Effective communication

This life skill module should be in simple language so that it is easily understandable for everyone. While creating the module, the module should be made pictorial to make it instructive.

**Location:** Howrah district in West Bengal, India

**Target Group:** Children and Adolescents, Parents, Teachers, Service providers, Community people

**Duration:** 20 days

**Remuneration:** All total Rs. 20,000/-

**Terms of payment:**

- 40% on signing the contract

- **30% payment on submission of 1<sup>st</sup> draft**
- **30% payment on submission of final draft**

**Deliverables:** Modules of life skills for children and adolescents

Submission of 1<sup>st</sup> draft within 10 days after signing the contract.

The final module must be submitted to the JPISC within 10 days of submitting the 1<sup>st</sup> draft report. The module should be sent through email ([jpisc1973@gmail.com](mailto:jpisc1973@gmail.com))

#### **Ethical Consideration**

The consultant must sign the JPISC's Child Safeguarding Policy and Code of Conduct and be willing to adhere to its principles and expected practices. If a breach of the policy or code of conduct takes place the consultancy will be terminated immediately without any financial burden on JPISC.

#### **Qualification and Experience of the Consultant**

Applicants must have the following qualifications:

- Candidates should have a Master's Degree in Social Work, Psychology, Sociology or significant professional qualification in related field.
- At least 5 years of experience of preparing IEC materials/Brochures on child protection issues
- Experience of working in child protection issues

#### **Application Procedures**

Interested applicants may send their application within **8<sup>th</sup> June, 2024** along with a CV highlighting the past experience of preparing/designing IEC materials on child protection issues to the Executive Director, Jayaprakash Institute of Social Change via e-mail at [jpisc1973@gmail.com](mailto:jpisc1973@gmail.com)

The subject line of the e-mail should read: '**IEC Materials on Life Skill Education**'