



Assignment Title	CBR trainer &Field Coordinator
Project:	Increasing access to inclusive services at the community level by promoting a community-based inclusive development approach in Jordan
Post Level:	CBR-Training Coordinator
Contract Type:	Individual Contractor
Place	Amman – Al-Hussien Society HQ
Contract Duration:	From March 2024-January 2026

Project Description

(CBM) - with long-term partner Al-Hussein Society Centre for Training & Inclusion (AHS) - are developing a national-wide project to strengthen services for people with disabilities in Jordan, and Promoting the Community-Based Inclusive Development (CBID) Concept in Jordan

Government stakeholders (Ministry of Education, Ministry of Social Development, Ministry of Labor, and Ministry of Health), public institutions, NGOs, private organizations, and people with disabilities themselves and the community at large (as well as family/caregivers) will be targeted through a range of activities including:

- ➔ Capacity building and specialist training
- ➔ Network establishment
- ➔ Mapping Services and establishment of a referral system between all concerned stakeholders
- ➔ Disseminate Information and advocacy campaigns

➤ **Overall Goal (Impact):** The quality of life and social participation of persons with disabilities in Jordan **has improved**

➤ **Aim of the project**

People with disabilities benefit from improved provision and access to inclusive community-based education and rehabilitation services, particularly in the targeted areas of Ramtha, Salt and Karak

➤ **Project results:**

- Awareness and knowledge of inclusive community development are strengthened among government officials and NGOs as well as public and private providers of education and rehabilitation services nationwide
- An inclusive service platform of public and private community-based service providers is established and operational in three target areas
- Accessible inclusive education and rehabilitation services for people with disabilities are developed at community level in the three target areas of Ramtha, Salt and Karak.

Overall view of the trainings:

Nationwide trainings with three thematic focuses on the introduction of the CBID concept will be conducted, each with 228 representatives from directorates of ministries, NGOs, civil society organisations, OPDs and community-based service providers from 12 governorates. One training will be held in each of the governorates, i.e. a total of **11 trainings** (two governorates together) **for 20 participants each**. These will come from the local directorates of various ministries (education, social development, labour, and health), civil society organisations and OPDs, and service providers from the public and private sectors. In order to achieve community-based inclusive development, it makes sense to train this relatively heterogeneous group together, which should lead to better cooperation between stakeholders with a common holistic approach. Two representatives from each of 10 different institutional and civil society actors will participate, thus 20 persons per region and workshop. The workshops will sensitise, motivate, and empower the participants to act as multipliers beyond the duration of the project, so that in their roles as decision-makers they will subsequently set the course for more inclusive communities in their respective spheres of influence. The application of the acquired knowledge will be assessed 6 and 18 months after the training. In addition, an exchange on the platform is encouraged. The CBID conference planned at the end of the project will also provide an opportunity for follow-up and exchange.

Under the supervision of the CBID project manager, CBR trainer & Field Coordinator will be responsible for the following activity training and coordination:

1) CBR guidelines and CBID concept in 6 governorates

The training will focus on the WHO-approved CBR guidelines, including the definition of CBR programmes, the role of communities in relation to inclusion, CBR strategies, the CBR matrix and how to identify the needs of people with disabilities and design intervention programmes accordingly. Mental health and its role in community-based rehabilitation strategies, especially in the context of the Covid 19 pandemic, are also part of the topics covered.

responsible for the following activities coordination and supervision:

- Strategic planning for inclusive development in 6 governorates
- International and local legal framework of persons with disabilities in 6 governorates
- Assessment and identification of accessibility needs (Accessibility Audit) of service providers in 3 communities Ramtha, Salt, Karak
- 3.3 Improve accessibility of 9 service provider buildings in Ramtha, Salt and Karak for people with disabilities.
- Training of 120 occupational and physiotherapists in home-based rehabilitation for parents and relatives in Ramtha, Salt, Karak
- Training of 120 pre-school teachers and assistants on early identification and inclusive education in Ramtha, Salt and Karak
- Train 120 regular teachers and teaching assistants to complete individual education plans to support inclusive education in Ramtha, Salt and Karak.
- Conduct two awareness campaigns on the rights of persons with disabilities, the importance of psychosocial support and the establishment of a national platform: one in Ramtha, conducted by the project team, and one in Karak, conducted by the OPDs under the guidance of the project team.

Scope of Work

The **CBR trainer & Field Coordinator** ensures that all the project activities are properly implemented and monitored, according to the AHS procedures, management and follow-up in order to adapt them to their particular situation.

He/she coordinates the activities to be implemented, and is responsible for ensuring the internal reports reach the CBID Project Manager.

The tasks and responsibilities of the CBR - Field Training Coordinator will be as follows: -

- Focal point between the project manager & local partners and AHS staff
- Responsible for the coordination of the planned activities in the area of inclusive education, Including planning and development of training activities.
- Site management, personnel management, identifying and developing local partners, coordinating local reporting for the main office.
- Follow up the implementation of the field day to day activities
- Field quality assurance.
- Coordinate with participants and stakeholders for the trainings
- Submit weekly/Monthly reports to the Project manager
- Follow up logistics related to the trainings
- Ensure participants/Stakeholders satisfaction of the training
- Supervise and follow up of the training workshops
- Preparing training plans and timetables for training programs in coordination with project manager
- Preparing the training courses program& forms
- Provide all training requirements
- Evaluation and analyzing the results of (pre and post- training courses)
- Preparation of training reports in coordination with the trainers.
- Manage the project's filing system for all contracts and agreements, and other documentation, materials, and deliverables.

Functional Competencies

- knowledge of project cycle management,
- Demonstrates strong coordination skills
- Promotes team work, contributes towards building team consensus
- Builds strong relationships with stakeholders, focuses on impact and result for the participants and responds positively to feedback
- Consistently approaches work with energy and a positive, constructive attitude
- Good teamwork skills

Skills Required

- Certified on CBR advanced level
- Effective communication skills.
- Very good computer skills.

- Organizational skills to support administrative personnel, department supervisors, staff, and managers by maintaining respectful interactions and relationships with Project Staff.
- The ability to prioritize, be attentive to details, maintain confidentiality
- Demonstrated communication, interpersonal, organizational, analytical, problem-solving, and computer skills required.
- Commitment to the timely completion of projects activities
- Attention to details along with a commitment to quality and confidentiality.
- Sensitivity to cultural differences and the ability to work in a wide variety of cultural contexts.

Required Education & Experience

- Bachelor's degree in Psycho Social, Social Science, Rehabilitation or any related field.
- Minimum 5 years of a prior experience in community-based rehabilitation
- Prior experience in working with NGO's