

Terms of Reference (ToR)

Consultancy for Theatre for Development Activities under the “My Future 2” Project Expansion on Safe Migration

1. Background

Plan International Laos, under the ongoing “My Future 2” project (2022–2025), is expanding its intervention to empower adolescents aged 11–14 to make informed decisions about their future, with a specific focus on safe migration, trafficking prevention, and protection from exploitation. A key element of this expansion is the use of participatory theatre to raise awareness and stimulate reflection and dialogue at the community level.

The “Theatre for Development” (TfD) component is envisioned as a creative and impactful method for engaging adolescents and their communities across 32 schools and 45 villages in Bokeo and Oudomxay provinces. The theatre performances will be based on real-life testimonies and co-developed with youth, incorporating local languages and cultural contexts.

2. Objective of the Consultancy

To design, facilitate, and support the implementation of a youth-led Theatre for Development campaign on safe migration and exploitation risks, including script development, capacity building, and performance rollout in selected communities and schools.

3. Scope of Work

The **consultant/agency** will:

- 1) Conduct participatory workshops with youth to collect, adapt, and develop scripts based on survivor testimonials and migration stories.
- 2) Facilitate script development, integrating the “decision-tree and alternative pathways” approach that allows audiences to explore consequences through interactive storytelling.
- 3) Train youth performers in acting, stagecraft, and participatory performance techniques.
- 4) Coordinate and stage performance shows in selected schools and villages.
- 5) Ensure cultural and linguistic relevance, especially in non-Lao-Tai communities, in collaboration with Plan Laos and implementing CSOs.
- 6) Film the drama shows when real performance, and make the full video – so that video can be played/show in other villages/schools where performance can’t be shown.
- 7) Support monitoring and reflection, integrating short debrief sessions after performances to gather audience feedback.

4. Deliverables

- 1) Inception report and detailed work plan
- 2) Workshop methodology and facilitation guide for youth script development
- 3) 4–6 co-developed scripts reflecting themes of safe migration and exploitation risks
- 4) Training modules/materials for youth performers

- 5) Minimum 15–20 live performances conducted (as per agreed schedule)
- 6) At least one full video of live performances
- 7) Final report, including photos, feedback summaries, and recommendations for scaling or replication

5. Duration and Timeline

- Start date: Mid-July 2025
- End date: November 31, 2025
- Estimated level of effort: Approx. 60 working days (flexible depending on team size)

6. Qualifications and Experience

- Proven experience in Theatre for Development or community theatre for social change
- Strong background in participatory methodologies with adolescents and youth
- Demonstrated experience in scriptwriting, storytelling, or performance direction
- Experience working in multicultural and multi-lingual rural settings, ideally in Southeast Asia
- Familiarity with themes of migration, trafficking prevention, or child protection
- Ability to collaborate with youth, CSOs, and local authorities
- Have a full team or Invidia but can handle the work within timeframe with high quality

7. Reporting and Coordination

- The consultant will report to Plan Laos' Project Manager and coordinate closely with:
Youth Engagement Officer on Safe Migration
- Communication Officer (for material adaptation)
- Provincial Education and Sports Services
- Partner CSOs (PFHA, GDA, WWDA)

8. Budget and Payment

A detailed budget proposal must be submitted as part of the application. Applicants should submit an all-inclusive budget as part of their application

- daily fees inclusive of VAT/taxes, travel costs for field work, insurance, expenses / per diems, accommodation, translation costs, etc.)
- Visa costs (if an international consultant)

Payments will be made in installments upon submission and approval of deliverables, and in align with Plan International's Policy.

9. Qualifications and Experience

- **Proven Experience:** At least 5 years of experience working on Theatre for Development projects in communities within Laos and/or Asia.
- **Participatory Methodologies:** Strong background in using participatory methodologies, particularly with adolescents and youth.
- **Creative Skills:** Demonstrated expertise in scriptwriting, storytelling, and performance direction.
- **Cultural and Linguistic Adaptability:** Experience working in multicultural and multilingual rural settings, ideally within Southeast Asia.
- **Anti-Human Trafficking:** In-depth understanding of human trafficking dynamics, prevention strategies, and victim support.
- **Unsafe Migration:** Knowledge of the causes, risks, and prevention of unsafe migration.
- **Collaborative Ability:** Proven ability to collaborate effectively with youth, civil society organizations (CSOs), and local authorities.
- **Advocacy and Awareness:** Experience in using theatre as a tool for advocacy and raising awareness on sensitive issues like trafficking and migration.

- **Training and Capacity Building:** Ability to train and build the capacity of local actors and community members in Tfd techniques.
- **Monitoring and Evaluation:** Skills in monitoring and evaluating the impact of theatre interventions on community awareness and behavior change.
- **Team and Resource Management:** Capability to provide a full team or work independently, ensuring high-quality outcomes within the specified timeframe.
- **Mobility and Adaptability:** Willingness and ability to travel and work in remote areas of Laos.

10. Application Process

Interested consultants or agencies are invited to submit:

- A short proposal outlining approach and methodology
- CVs of lead consultant(s) or team
- Examples of previous relevant work
- Budget breakdown

The application should be submitted no later than **06th July 2025** to Laos.procurement@plan-international.org with CC to Keota.Khounphon@plan-international.org, with subject line **“Consultancy for Theatre Development Project Expansion on Safe Migration”**

We strongly encourage equally qualified female candidates to apply!

All applications received after the time of the deadline will not be accepted without exception and only shortlisted applicants will be contacted. Shortlisted applicants may be requested to participate in an in-person or online interview process.