



Impact
that matters

Terms of Reference

For

Consultant TOT Facilitation skills to DNT

About SNV

SNV is a mission-driven global development partner, rooted in the contexts and societies where we work. Inspired by the transformational principles and objectives set out by the SDGs, we are committed to building resilient agri-food systems that deliver food security and adequate nutrition; to increasing the reliability and availability of water and sanitation at an acceptable quantity and quality; and to improving access to affordable and sustainable energy for all.

In doing so, we aim to strengthen institutions, markets, and effective governance within and across the Agri-food, Energy, and Water sectors, reduce gender inequalities and barriers to social inclusion, and enable adaptation and mitigation to the climate and biodiversity crises.

We are one team of over 1,600 people, the vast majority of whom come from the contexts where we work, in more than 20 countries in Africa and Asia. Together, we are committed to effective and efficient stewardship of resources and maximising positive, lasting impacts. Our ability to deliver results rests on our robust foundation of experience, knowledge, evidence and learning; our commitment to strengthening capacities and catalysing partnerships; and the relationships and trust of those we work alongside.

In SNV's strategic framework (2023 – 2030) our focus is on contributing to a transformational level of change in agri-food, energy, and water systems - resulting in sustainable and more equitable lives for all. In all our work, the wider goal of transforming systems is embedded in the choices we make, inclusive of the enabling, facilitative, and partnership-centric approaches we take within our projects and programmes.

For more information on SNV, visit our website: www.snv.org.

Purpose of the job

SNV in partnership with WFP is implementing a nutrition project under the component 4 of the Sustainable Rural Infrastructure and Watershed Management Sector Project (SRIWMSP). The aim of the project is to improve household nutrition through the production of nutrient dense crops at the household level. The DNT review conducted in three target districts of Huaphanh after completing the implementation of 6 pilots villages and it is under scaling up 35 villages. And the results showed that all DNTs require facilitation and training skills to enhance their confidence when delivering the training to communities. Increasing SNV staff should take a coaching role towards District Nutrition Teams (existing out of DAFO and LWU staff). One Training of Trainers was done in early 2025. DNT have gained a lot more confidence in delivering and conducting the trainings to VNC which contributed of implementation quality. However, due to many DNT turnover and some approach require high facilitation skills, therefore during quarterly meeting a refresher TOT on facilitation skill with more practical in the field sites was requested, specifically on the two key topics: **PHV and GFC**. This approach, the trainers will conducted one day of TOT in the meeting room with all DNTs and Will observe the application done by DNTs in utilising the skills in activity facilitation and provide coaching and demonstration at the sites. The trainers will provide an online follow-up call to reflect the skills application.

Key responsibilities

The Consultant Trainers will undertake the following tasks:

- 1) Develop a training agenda for 1 training program: 1 day of Active Participatory Training and 3 days of on-site coaching skills training (1 day per district).
- 2) Design training manuals for the trainings:
 - a) Active participatory Training Confidence
 - b) On-site Coaching.
- 3) Conduct 1 training session and 3 days of on-site coaching:
 - a) Active participatory Training Confidence training for all DNT and SNV field staffs in Samnaur district of **Houaphanh Province**. Total participants expected: 34 people.
 - b) And 3 days on site coaching in Samnua, Viengxay and Sopbao (1 day per district) Total participants expected: 11 people/district.
- 4) Conduct 1 online follow-up call after completion of the training and on-site coaching to follow up on participants' application of the new skills (1 call);
- 5) Submit a Final field learning report.

Qualifications

The preferred consultant/firm should have the following qualifications, experience, and competencies:

- Minimum five years of experience in this field.
- Trainers with Master's degree in sociology, psychology or development related fields.
- Prior relevant experience in providing trainings on communication, active training methods & skills, facilitation and coaching skills.
- Fluency in both oral and written communication in English and Lao.
- The training should apply active training methods (and serve as example of what is a good training).

Additional Information

The following details apply:

- Total 7 days (2 days of preparation, 4 days of training and on-site coaching, and 1 online follow-up call), excluding travel days for conducting training and district travel for site coaching in Samnua, Viengxay, and Sopbao of Houaphanh Province.
- Contract Type: Service Contract
- Desired Start Date: June 2026

Application Submission

Interested consultants/firms are requested to submit the following documents in PDF format:

Both individual consultants and consulting firms are eligible to apply.

- Technical Proposal
- Financial Proposal
- Updated CV(s) of consultant(s)



- Relevant certificates and experience records
- Business registration and tax certificate (if applicable)

Applications must be submitted electronically to laprourement@snv.org no later than 22 May 2026.

Please indicate the subject line as follows:

“ Application – Consultant TOT Facilitation Skills to DNT”

Only shortlisted candidates will be contacted for further assessment/interview.