

## **Handicraft trainer -Service Provider**

**Damascus, Syria**

We are looking for a highly qualified individual to fill-in the vacancy of **Handicraft Trainers** to work in Masaken Barzeh community center under service contract.

### **-Who are we?**

DRC has been actively operating in Syria since 2008 mainly supporting refugees. In June 2012, DRC was authorized by the Syrian Ministry of Foreign Affairs (MoFA) to expand its humanitarian efforts and provide assistance to IDPs and the vulnerable resident population countrywide. Since then, DRC activities have been focused on NFI distributions, Shelter, WASH, Protection, Education, Livelihoods and Mine Risk Education in six Governorates (Damascus, Rural Damascus, Dara'a, Aleppo, Hama, and Homs). While Protection/community service activities are provided to beneficiaries throughout our six Community Centers.

### **-About:**

Provide **Handicraft sessions & activities. This is a part time Job**

### **\*location:**

**DRC Community center in Masaken Barzeh**

**\* Responsibilities:**

**(TOR)**

The task that should be carried out by the trainer in the Community center (CC) (direct implementation):

- Conduct handicraft sessions & activities for beneficiaries within the community center.
- Contribute and participate in the preparation of the required activities.
- Provide the general information to allow the beneficiaries to acquire the needed skills.
- Participate in the provision of training materials.
- Prepare needed reports for the conducted activities if needed
- Collect attendance & other papers for submission to the administration.
- Conduct the necessary assessments for beneficiaries.
- Additional duties that not listed above are requested and required by DRC.

**Qualifications**

- Secondary education as minimum
- Two years experience in facilitating Handicraft sessions and other community services' sessions.
- Able to work under pressure.
- Demonstrate creativeness and progression.
- Desire to voluntary work, teamwork and skilled in effective communication.
- Experience in the area of effective communication with the refugees and IDPs, especially the elderly and young people.
- Able to manage interactive lectures and training.

**\*SCOPE:**

This scope is to guide the service provider in his/her planning process

| Title   | Description   |
|---|---|
| <b>Handicraft sessions (handmade accessories)</b> | Train individuals on the basics of making accessories and support their skills in (recycling materials, reusing items...etc.) throughout interactive & creative methods. Age groups are between (6-18) & above 19 |

**-About you:**

In this position, you are expected to demonstrate DRC' five core competencies:

**Striving for excellence:** You focus on reaching results while ensuring an efficient process.

**Collaborating:** You involve relevant parties and encourage feedback.

**Taking the lead:** You take ownership and initiative while aiming for innovation.

**Communicating:** You listen and speak effectively and honestly.

**Demonstrating integrity:** You act in line with our vision and values.

**-We offer:**

DRC will offer the successful applicant **300 hours'** contract. conditions will be in accordance with Danish Refugee Council's Terms of Service contract scale

**-Interested?**

\*Then apply for this position by sending :

**1- CV**

**2- filling & Signing the attached form (fees form) Can be found under details (Mandatory )**

**3- Recommendation letter or certificate from previous private training center or INGO if available.**

**to [sp.procurement@drcsyria.dk](mailto:sp.procurement@drcsyria.dk) no later than 21 Feb, 2019**

**- make sure to indicate the vacancy title in the email subject line. ( Mandatory )**

**-Contract Length:**

The contract covering **300 working** hours over six-months duration.