The Vocational Training and Employment Support Services (VTESS) project aims at vocational training and labour market insertion of early school leavers with primary education only, who are disadvantaged and 15-35 years of age. The goal is to bring these early school leavers back into (self) employment or back into the education system through a coaching cycle process. For a youth joining this program, the coaching process lasts between 9 to 12 months.

For the VTESS project, Swisscontact is looking for **partners that can assign staff to become Coaches for Employment under its Employment Support Services (ESS) intervention. Partners should be based in one of the following provinces: Oudomxay, Xayaboury, Xiengkhuang, Khammuane or Saravane.**

**Having the right partner organisations and coaches on board** is the key success factor of the coaching process. In each province, there will be in average 4-6 coaches recruited in 2022. Totally there will be 25 new coaches in the project in all 5 provinces combined. Each of these coaches will work with a group of up to 15 youths. The project will ensure that a balanced group (males, females, and ethnicity) of coaches are available in each province in order to provide coaching to different needs of the youths e.g. regarding ethnicity (language) and sex (male/female). The training of the coaches will happen in 8 stages; each stage lasts about 5 days. After each training stage the coaches will apply what they have learned, meaning they will directly work with the youths. The coaches will be recruited from organizations in the province. The organisation will be responsible for logistics, supervision of their coaches and reporting to the project, although most reporting work will be done by the coaches. The project will support the organisation and the coaches.

The organisations and coaches will be supported by the project’s Provincial Coordinator.

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**Call for Expression of Interest to become a Project Partner for Employment Support Services**

**Contract Duration:** 14 Months (August 2022 to September 2023)

**Project Implementation in:** Oudomxay, Xayaboury, Xiengkhuang, Khammuance and Saravane. Interested organisation must be in the respective province.

**Deadline for application:** 20 May 2022
Call for Expression of Interest to become a Project Partner for Employment Support Services

Application process
This guideline is created for potential organisations (public, private, NPAs, INGOs) and coaches that are interested in joining the project and shall ensure uniformity of proposals submitted by all applicants and transparency of the evaluation process.

Eligibility of organisations and staff for coaches

1.1 Organisations which have:
   i) Knowledge and work experience with young vulnerable groups;
   ii) Knowledge and work experience with implementation of projects/programs in vocational training, employment support, job orientation and job placement;
   iii) Premises (meeting rooms) that allow group work for a group of up to 20 people;
   iv) Suitable staff that can be assigned as future coaches who will undergo the Training of Coaches and provide coaching to the youths. The organisation should be able to delegate the assigned staff to work as a coach for about 50% of their time (2.5 days/week).

1.2 Staff to become Coaches which:
   i) Are in the age group of 25 to 45 years;
   ii) Have several years of experience working with young, disadvantaged people (e.g. teaching, youth work, community work, social work) or volunteer work (sports trainers, educational programs);
   iii) Have experience liaising with the private sector;
   iv) Are exercising a technical level job
   v) Are able to commit time for the coaching of youths (2.5 days week = 50% of time);
   vi) Are able to commit time to attend the training of coaches (totally 8 x 5 days = 40 days);
   vii) Speak Lao and preferably also a language relevant to the ethnic minority in the province.

Submission of applications
There are two application forms attached, one for the potential partner organizations (Annex 1) and one for the potential coaches (Annex 2).

   i) The organization will fill the form for potential organization, please CLICK (Annex 1);
   ii) The organisation will hand the form for potential coaches, please CLICK (Annex 2) to any staff who fulfils the criteria and wants to become a coach – provided the organisation can delegate the person to work for the project 50% of the time (2.5 days/week);
   iii) Each potential staff who wants to become a coach completes one form;
   iv) Questions should be submitted by email to: recruitment.laos@swisscontact.org, Subject: “CFP ESS Question”; Deadline for submitting questions: 10 May 2022;
   v) All final forms (Annex 1 and 2) should be submitted by email to: recruitment.laos@swisscontact.org, Subject: “CFP for ESS”;
   vi) Deadline for application of Call for Expression of Interest: 20 May 2022 at 4:00pm (Lao time).

Evaluation process and contracting
Shortlisting the partners and coaches will be done by project team in cooperation with the University of Luzern (HSLU) by end of May 2022. Final approval of partner and coaches will be by end of July 2022. Partner organisations and coaches will be contracted from August 2022 till end September 2023 with possibility for extension depending on project progress.

Training of Coaches and youth
In 2022, the first Training for Coaches will take place in August 2022.
The first coaching sessions conducted by the coaches with a group of youth will start in December 2022 and the coaching cycle will end in August 2023.
Call for Expression of Interest to become a Project Partner for Employment Support Services

SWISS FOUNDATION FOR TECHNICAL COOPERATION

Seeking Expression of Interest to Become a Project Partner for Employment Support Services (ESS)

The Swiss Foundation for Technical Cooperation (VTSS) has initiated a call for expression of interest to become a project partner for employment support services (ESS) for the "VTESS" project. The call is aimed at finding project partners to support the integration of individuals with disabilities into the labor market. The project partners are expected to work in the provinces of Udum, Xayabouly, Xiengkhouang, Cambodia, and Sakanouke.

The call is open to organizations, with a focus on those that have expertise in employment support services. The call is aimed at finding organizations that can provide coaching services to support the integration of people with disabilities into the labor market. The call is open to organizations that have experience in this area.

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Call for Expression of Interest to become a Project Partner for Employment Support Services

**VTESS**

**Deadline:** 14 June (June 2022 to June 2023)

**Location:** Vientiane, Attapeu, Xayabury, Savannakhet, Houaphan, and Xiengkhouang.

**Deadline:** 20 September 2022

**Submission Procedure**

Deadline for the submission of expressions of interest filled out (last name, first name and INGOS) and addressed to the Department of Employment Support for the sector with the largest number of unemployed youth, the respective commune chief and the head of the commune and the head of the local police and the head of the commune, who are their future partners in the commune.

**To Eligibility Criteria of the Expression of Interest to be Considered**

**1.1 To the Expression of Interest to be Considered:**

a) Have a profound and in-depth understanding of the situation and the capacity to carry out activities/monitoring capacity, and fulfill the requirements of the commune and the commune head;

b) Have a profound and in-depth understanding of the activities (the requirement: the involvement of young people as service providers, the involvement of young people as facilitators, and training of young people); and

c) Have a profound and in-depth understanding of the activities (the requirement: the involvement of young people as service providers, the involvement of young people as facilitators, and training of young people).

**1.2 To the Quantitative Criteria of the Expression of Interest to be Considered:**

a) Must be at least 25 years old and less than 45 years old.

b) Must be at least 25 years old and in-depth understanding of the situation and the capacity to carry out activities/monitoring capacity, and fulfill the requirements of the commune and the commune head;

C) Be proficient in Lao language and be able to communicate in Lao language so that it can be signed.

1) Must be able to provide services for at least 2,500 hours (50%);

2) Must be able to provide services for at least 2,500 hours (50%);

3) Must be able to provide services for at least 2,500 hours (50%);

4) Must be able to provide services for at least 2,500 hours (50%);

5) Must be able to provide services for at least 2,500 hours (50%);

6) Must be able to provide services for at least 2,500 hours (50%).
Call for Expression of Interest to become a Project Partner for Employment Support Services

ການສົ່ມແບບຟ້ອມສະໝັກ

ສອງແບບຟອມສະໝັກ ທີ່ນີ້, ສະບັບທີ່ສອງແບບຟອມສະໝັກເປັນຄູ່ມວງານ (ເອກະສານຊ້ອນທ້າຍ I) ແລະ ສະບັບທີ່ສອງແບບຟອມສະໝັກເປັນຜູ້ໃຫ້ຄໍາປຶກສາ (ເອກະສານຊ້ອນທ້າຍ II).

i. ສົມໃຈສະໝັກທີ່ມີຫຍັງໄດ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, (ເອກະສານຊ້ອນທ້າຍ I).

ii. ສົມໃຈສະໝັກທີ່ມີຫຍັງໄດ້ ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, (ເອກະສານຊ້ອນທ້າຍ II) - ເໜຶອນສະໝັກທີ່ມີຫຍັງໄດ້ຂຽນໃນໂຄງການເປັນຄູ່ມວງານ ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ສະບັບທີ່ຈະກະລານກົດນີ້ຈະກະລານກົດນີ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະໝັກຜ່ານການຈັດຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອ

iii. ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອ

iv. ເໜຶອນສະظلمຕັ້ງຈະກະລານກົດນີ້, ເໜຶອ

v. ເໜຶອ

vi. ເໜຶອ

ຮັດຄວາມປະມານ ແລະ ການເຊັນສັນຍາ

ຮັດຄວາມປະມານ ແລະ ການເຊັນສັນຍາ ທີມງານໂຄງການເປັນຜູ້ຄັດເລືອກຄູ່ມວງານ ແລະ ຜູ້ໃຫ້ຄໍາປຶກສາ ໂດຍການຮ່ວມກັບ ມະຫາວິທະຍາໄລລູເຊີນ (HSLU) ໃນທ້າຍເດືອນພຶດສະພາ 2022. ການຄັດເລືອກອົງການຄູ່ມວງານ ແລະ ຜູ້ໃຫ້ຄໍາປຶກສາຈະໄດ້ຮັບການເຮັດສັນຍາ ລະຫວ່າງເດືອນສິງຫາ ຫາ ທ້າຍເດືອນກັນຍາ 2023.

ການຝຶກອົບຮົມ ໃນແບບຈັດຕັ້ງປະຕິບັດ ໂອງຈອນການໃຫ້ຄໍາປຶກສາແກ່ ເຂົ້າຮ່ວມນີ້ຈະເລີ່ມໃນເດືອນສິງຫາ 2022, ແລະ ຜູ້ຈອງອອງຈະເລີ່ມໃນເດືອນສິງຫາ 2023.