



## **Terms of Reference Group Coaching Assistant**

### **About Leaders International**

Leaders International is an international network of local organizations that plans, manages, and monitors innovation and economic development interventions in the region. Through its offices in Brussels, Amman, and Ramallah, Leaders International provides complete project-management services with a focus on private-sector development, enterprise development, job creation, entrepreneurship, D4D, economic policy dialogue, and tourism value chain development.

### **Background**

As a partner in the GIMED project, Leaders is implementing the project activities in Palestine. GIMED - The Green Impact Med Project-Positive Investments for Positive Impacts, Project is financed by the European Union's ENI CBC Med Programme and implemented in Spain, Lebanon, Palestine, Tunisia, Egypt and Italy.

GIMED supports green entrepreneurship in the Mediterranean by fostering job creation and economic growth, particularly among young and women entrepreneurs. It strives to boost the development of eco-innovative ventures in order to create employment and drive the green and circular economy in the region.

### **Objective**

Identification of group coaching assistants who will provide support through group coaching sessions to GIMED early-stage ventures.

### **Scope of work**

Complementary support and group coaching sessions to early-stage ventures play an integral role in ensuring that GIMED Participants receive all the support and assistance needed to successfully validate their ideas. Coaching is a key tool in the capacity-building element of the GIMED Project, ensuring that the individual needs of each participant are met.

Group coaching sessions aim to cover knowledge and advance skills that are applicable to all participants, with the ultimate goal of encouraging exchange of ideas and experiences within Project participants.

Group Coaching Assistants must have comprehensive knowledge and experience in providing complimentary support services to new business, alongside a solid background in green entrepreneurship.



Each two-hour group-coaching session will demand for two hours of preparatory work and reporting.

### **Responsibilities**

1. Assisting the coaches in assessing the Evaluation of participants
2. Assisting the coaches in tracking the online and offline progress of participants
3. Assisting the coaches in covering relevant topics that include, but are not limited to, the following;
  - Green business planning
  - Access to investment opportunities
  - Access to markets
  - Access to Finance
  - Idea-pitching
  - Eco-design
  - Participation in meetings with the Project Team
  - Assisting in Identification of topics, skills, and topics that are of highly relevant and applicable to different groups

### **Outputs**

Help and assist the Group Coaches in:

1. Developing the agenda for the sessions;
2. Assist in the delivery of 20 2-hour group coaching sessions;
3. Assist in 20 Video recordings of the online training sessions;
4. Screenshots of the online training sessions;
5. 20 Attendance sheets;
6. 20 Meeting minutes;
7. Monthly narrative and financial reports;
8. End of coaching report.

### **Prerequisites**

1. Comprehensive knowledge of the goals and objectives of the GIMED Project;
2. Priority goes to individuals with Certifications in Green Training;
3. Background and experience in green entrepreneurship and agriculture.

**Timeframe:** November 2021 – December 2021, or any other needed period

*Coaching might take place on weekends or after office hours.*

To apply for this opportunity, please send your CV along with the financial offer to: [procurement@leadersinternational.org](mailto:procurement@leadersinternational.org), no later than 10/11/2021.



## FINANCIAL OFFER FORM

### FOR

### “The Green Impact Med Project-Positive Investments for Positive Impacts- GIMED Project”

Please fill in the table below and submit it along with your CV to:  
[procurement@leadersinternational.org](mailto:procurement@leadersinternational.org)

Name of subject: **Group Coaching Assistant/ GIMED**

|                                   |  |
|-----------------------------------|--|
| First Name, Last Name             |  |
| Address                           |  |
| Mobile                            |  |
| E-mail address                    |  |
| Nationality (for tax purposes)    |  |
| Expected daily rate in <b>EUR</b> |  |