

Empower: Invitation to Tender - Trainers Tutor Panel **(<https://www.activelink.ie/node/109675>)**



INVITATION TO TENDER

Empower is a local development company working across Fingal, responsible for delivering a range of Government funded programmes to meet the needs of individuals, families, and community groups who experience disadvantage and social exclusion. We deliver services across Fingal in the areas of Community Development, Health and Wellbeing and Employment Support Programmes.

We are currently recruiting for:

TRAINERS FOR EMPOWER TUTOR PANEL

Empower, through its One Step Closer community-based training service operates a training model that is person and family-centred. The programme is designed to help people from disadvantaged communities, International Protection Applicants, Travellers and Roma access a range of pre-employment, education and training supports locally to support independent living. Trainers will be responsible for delivering these training and education programmes to individuals or groups, in a blended capacity, online and/or face-to-face.

Applications are invited from individuals or organisations suitably qualified to provide training in the following areas:

- **English Language**
- **Pre-employment Skills**
- **Industry Training**
 - Barbering
 - Barista Training
 - Construction Skills
 - Security Training
 - Catering
 - Food Hygiene Safety
 - HACCP
 - Healthcare Training
 - People Handling
 - QQI L5 Care Skills and Care of the Older person
- **Driving Instructors**
- **Health and Wellbeing**
 - Art Therapy Tutor
 - Play Therapy Tutor
 - Community Art Facilitator
 - Community Drama Facilitator
 - Community Dance Instructor

Workshop Details:

- Training workshops (online, blended or in-person) will generally take place across Fingal, during weekdays, between 9.00am and 1.00pm, 2.00pm and 5.00pm. Some evening training sessions may also be required.
- Trainers will be expected to provide training material and handouts for each training session.
- Trainers will be required to submit completed attendance sheets at the end of each session.
- Trainers will be asked to evaluate programmes.
- Participant recruitment will be facilitated by Empower.

Requirements for Tender:

Trainers who are proficient and have experience in providing training in one or more of these areas are now asked to forward:

- An up-to-date Curriculum Vitae detailing relevant qualifications and experience (Copy of qualifications to be provided).
- A selection of areas you can provide training in and a sample outline of the course.
- Proposed cost per hour for training provision.
- All trainers will be registered as self-employed and will be responsible for their own tax.
- An up-to-date Tax Clearance Certificate (TCC) or a Tax Reference Number (TRN) and Tax Clearance Access Number (TCAN) must be provided.

Selection will be based on the following criteria:

Qualifications and Experience:

- A teaching and education qualification in QQI Level 6 or upwards or equivalent.
- A recognised qualification in your training discipline to minimum of QQI Level 7.
- Two years or more, training and working with Empower Target Groups.
- An understanding of the needs and training requirements of client groups and an ability to show empathy in this training environment.

Appointment to Trainer Panel:

Appointment onto the Trainer Panel will be based on documentation received and/or interview and subject to Empower's Garda Vetting process.

Timescale:

The contracted period will run from mid-August, 2024 until the end of December, 2026.

Freedom of Information:

Empower undertakes to use its best endeavours to hold confidential any information provided by you, subject to our obligations under the law, including the Freedom of Information Act 1997, 2003 and 2014. Should you wish any information supplied not to be disclosed because of its sensitivity you should identify same and specify the reason(s) for its sensitivity. Whilst this will be taken into consideration, the compliance of the Freedom of Information Act will always take precedence over the release of material.

Procedure for Tenders:

Empower tendering process is based on principles of value for money, integrity and fairness. Our tender evaluation process takes into account quality, methodology and previous experience with our target groups, in a manner to ensure value for money.

Interested applicants are invited to submit their applications by email to **Themabela Lubimbi** at tlubimbi@empower.ie (<mailto:tlubimbi@empower.ie>)

Tender submissions should arrive **no later than 5.00pm on Friday August 9th, 2024**. Submissions received after the specified time and date will not be accepted.

The provision of these services will be subject to appropriate funding being secured by Empower.



The Social Inclusion and Community Activation Programme (SICAP) is co-funded by the Irish Government, through the Department of Rural and Community Development, and the European Social Fund Plus under the Employment, Inclusion, Skills and Training (EIST) Programme 2021-2027.

"This project is supported by the Department of Rural and Community Development and Pobal through the Community Services Programme".

Region

Dublin / Blended / Online

Date Entered/Updated

22nd Jul, 2024

Expiry Date

9th Aug, 2024

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