

Request for Proposals: Training and facilitation support to a learner mentorship programme

Introduction

The Hout Bay Partnership (HBP) is looking to appoint an organisation to provide training and facilitation support to a learner mentorship programme linked to a Hout Bay After School Learner Incentive Programme.

This partnership programme seeks to reduce high school dropout rates in grades 8 and 9 at two Hout Bay high schools by incentivising learners to participate in after school programme activities. Evidence suggests that such participation helps encourage learners to remain in school by improving their school experience, building confidence and self-esteem and enabling academic catch-up.

HBP is now looking to extend the incentive programme by identifying and training mentors for grade 8 and grade 9 learners as a further way of promoting a positive school experience and enhanced participation in school activity. It is anticipated that these mentors may be drawn from grade 10 and 11 learners or potentially older youth in the community.

Scope of work

HBP is looking to contract an organisation with experience and commitment in working with youth in an educational context to work with us to design and facilitate such a learner mentorship programme.

The scope of the work is as follows:

- To work with the HBP team to plan the mentorship programme.
- To do presentations to grade 10 and 11 learners about the requirements and benefits of being a mentor to encourage mentor volunteers;
- To provide advice to the HBP team regarding the selection of the mentors;
- To run a mentorship induction programme and on-going training for the selected mentors;
- To facilitate a regular review and support meeting with mentors;
- To attend a close out session with the HBP team to review lessons and to plan the programme going forward.

We anticipate that applying organisations will put forward a team of two people to work on a part-time on this task and that it will involve at least 30 days of work over the course of the contract.

Duration of the contract

The appointment will be for a 22 week period from 10 July 2017 to 8 December 2017. The contract may be extended by mutual consent of the parties if it is decided to continue the programme.

Requirements

The applying organisation will need to provide a written proposal and quotation of not more than 3 pages regarding how they will undertake the work. They also need to provide an organisational profile that demonstrates that they have the experience and expertise to provide the required mentorship programme design, training and facilitation.

Please submit your proposal to Mpumezo Dungelo, mpumezo@houtbaypartnership.co.za by no later than 17:00 Thursday 29 June 2017.