



**“Train-the-Trainers’ cycle
on Food Safety and on Training and Communication
Techniques”
for Experts based in Nigeria**

Brussels, June 12th, 2017

Dear Experts,

Nigerian companies from horticultural sector benefited from COLEACP support thanks to its previous programmes: PIP and EDES. Today, through its new “Fit For Market Programme” (FFM), COLEACP intends to continue in this direction.

The actions put in place to support Nigerian enterprises to become more competitive on the domestic or international markets are based on 2 operational components:

- **The first operational component concerns direct support to supply chain operators** in order to implement systems complying with new market requirements. This capacity building can be done through collective or in-company trainings and through technical support.
- To maintain their position in local, regional and/or international markets, producers and export companies must have a direct access to competent services, expertise and advice that will help them to comply with requirements. **This is the second operational component:** the technical and pedagogical capacity building of Nigerian consultants and experts.

In the context of strengthening the companies’ environment, the COLEACP trained experts who are now instructors and who in turn, are able to train ACP consultants in training and communication techniques, in the use of COLEACP training tools.

This Train-the-Trainers' cycle targets "**Experts profile**". The aim is to strengthen technical capacity of experts so that they can support companies in view of developing sustainable activities (e.g.: help them to implement food safety management system, improve their crop protection strategy, ...) and train managers and middle managers, using training methods and tools designed by COLEACP. In

We are pleased to inform you that COLEACP is launching a Train-the-Trainers' cycle for Experts based in NIGERIA.

This cycle offers to strengthen experts on **technical topics**: food safety (hygiene, traceability, ...), crop protection (IPM, safe use of pesticides, ...), ethical production, sustainable production, etc., ... but also **on training and communication techniques**.

This cycle will be organised in three phases:

- The first phase, open to all candidates, is a training or refresher session on COLEACP topics based on the self-learning tool of COLEACP: the E-Learning Platform (<http://training.coleacp.org>).
- The second phase, for selected candidates only, will consist of an onsite Train-the-Trainers' workshop organised **in Nigeria**. This workshop will focus on training facilitator methods, running a training session, preparing a training programme and mastering COLEACP designed training method called the "Field Training Workshops". The material will be delivered by means of lectures, but also and most importantly in the form of discovery activities and group interaction exercises.
- **Depending on individual results**, a third phase should place trainers in real situations through collective training or in-company training supervised by a monitor.

Upon completion of this cycle, participants who have demonstrated their expertise and training capacity **may be given training assignments by COLEACP**.

If you are interested and available to follow this Train-the-Trainers' cycle, it is necessary to respond to this call for expression of interest, by Sunday 25th of June 2017 at the latest.

Please, send it by email to raguini.dupont@coleacp.org

Do not hesitate to forward this call for expression of interest to other experts who might be interested as long as they have the relevant profile.

Call for expression of interest

We hereby issue a 'Call for expressions of interest.

If you have experience in some of the COLEACP's topics, and if you wish to expand your skills in these areas, **send us your expression of interest right away.**

We would like to receive your application form by **Sunday, 25th of June 2017**

Please send it by e-mail to Raguini DUPONT (raguini.dupont@coleacp.org)

Your application will include :

- Your full data's (address, email, mobile phone, ...)
- Your up-to-date CV and your references (please use the COLEACP CV model and consult instructions in annex)
- A motivation letter highlighting :
 - your interest and your implication in horticultural sector
 - your experience in supporting companies (trainings, advices...)
- Your availability to attend:
 - Self-training session on E-learning Platform (4 weeks in July)
 - Train-the-Trainers' workshop (scheduled 11 days in August/September 2017)

The selection criteria for this Train-the-Trainers' cycle are:

- Residence in Nigeria;
- Good knowledge on one or several topics covered by COLEACP (food safety, hygiene, crop protection, safe use of pesticides, etc., ...);
- Experience in training linked to these subjects;
- Expertise in adult education and more specifically training of supervisors, extensionists, producers, knowledge of pedagogical activities.

Please note that this train-the-trainers' cycle is especially designed for experts and consultants providing advice and training to companies of the horticultural industry.

However, if your main activity is to support directly farmers and to provide them extension services, another session will be designed and organized for you later in 2017.

Training sequence and tentative calendar (to be confirmed)

- **25th June 2017**

Deadline for receipt of your call of interest

- **Between the 26th and 30th June 2017**

- Pre-selection of candidates
- Official agreement between the selected candidates (or his/her firm) and COLEACP
- Granting of access to the E-Learning platform and instructions for the courses to be realized (<http://training.coleacp.org>)

- **Between the 1st July and 28th July 2017**

- Self-learning session via the E-learning platform

Note: In order to be accepted for the training workshop, the candidate must pass a minimum of 3 courses, and for each course, pass the Intermediate Level AND the Advanced Level). The courses that the candidate has already validated as a voluntary candidate will be recognized for the validation of this step if he/she can prove his/her achievement.

- **Between the 31st July and 4th August 2017**

Evaluation of candidates and final selection for the Train-the-Trainers' workshop (around 15 candidates will be accepted) based on:

- The candidate's qualifications and professional experience
- The results of the self-training session
- His/her reasons for wishing to participate in the cycle (motivation letter)

- **After the selection**

All candidates will be personally informed by e-mail whether they have been selected or not.

Selected candidates will then receive detailed information regarding the onsite training workshop: location, dates, programme and instructions to be followed to prepare for this workshop.

This **first training workshop** should take place **in Nigeria, in the end of August/beginning of September 2017.**

Training Unit joins me in sending you, our best regards.

Raguini Dupont

Project manager - Capacity building