

## Colombia

Social inclusion model for individuals with disabilities  
[CO-T1425]

### TERMS OF REFERENCE - Leader of labor inclusion

#### Background

Established in 1959, the Inter-American Development Bank (“IDB” or “Bank”) is the main source of financing for economic, social and institutional development in Latin America and the Caribbean. It provides loans, grants, guarantees, policy advice and technical assistance to the public and private sectors of its borrowing countries.

Disability is understood as a concept that evolves and is the result of barriers that limit the participation –full and effective- of People with Disabilities (PwD) inside the society, in equal conditions with others (People with Disability Rights Convention, ONU, 2006). Therefore, it is necessary to promote actions directed to decrease barriers and generate more inclusion opportunities.

According to the 2005 census, 6.4% of Colombia’s population (2.650.000 people) has disabilities. Their rights are protected under several provisions of the Colombian legislation. Law 1618 of 2013 states that in Colombia everyone has the equal right to work and that the State must promote and safeguard the exercise of the right to work and forbid discrimination on grounds of disability. This law also refers to the right to a decent income through productive and inclusive business units. Additionally, Colombia’s government abides by the International Labor Organization (ILO) mandate that defines work as a fundamental right to reduce inequity, social exclusion, and poverty.

Despite these provisions, PwD in Colombia have limited employment opportunities. Although 52% of PwD are in a productive age, only 15% are currently working. According to the Colombian Labor Ministry the unemployment rate among the PwD is of 80%. Furthermore, only 2.5% of PwD working receive an income equal or greater than the legal minimum wage.

Lessons learned from a previous intervention led by the IDB Group have identified the lack of socio-emotional skills as one of the most important barriers to employability of PwD<sup>1</sup>. According to the experience of two civil society organizations involved (namely, Saldarriaga Concha Foundation (SCF) and Best Buddies Colombia (BBC)), PwD who have a productive activity but have not developed social life and relational skills, must deal with difficulties to access and maintain their jobs. Lessons in this direction have also been obtained from the Work Opportunity program, which has been implemented by BBC during the last 12 years and currently benefits 540 young PwD who work in 61 businesses. The experience of Work Opportunity highlights how

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<sup>1</sup> The *Productivity Pact* project, led by the Multilateral Investment Fund in coordination with the civil society and the government, aimed at increasing employability opportunities of PwD by a combination of interventions including skills training, capacity building and awareness. Operators of this program stressed the importance of emphasizing soft skills training in future interventions.

young people with intellectual disabilities need reinforcement in issues concerning labor relations and social skills.

The objective of this TC is to support the development of a productive inclusion model that provides training in soft skills and employment services to: i) increase employment opportunities of PwD; and ii) promote and facilitate entrepreneurship of PwD. This productive inclusion model will incorporate activities of outreach, identification of barriers for inclusion, institutional strengthening and disability awareness.

### **Objective of the Leader of labor inclusion**

The objective of this consultancy is to guide and monitor optimal delivery of the soft skills training and employability process, and to select and structure an action plan with the institutions and allies participating in the project. The leader has the responsibility to contact and sensitize companies, and implement the recruitment process with the companies and the participants of the project.

### **Main activities**

The selected candidate will:

- Be responsible for supervising the adequate implementation of the training and soft-skills component
- Define evaluation instruments of the soft skills model for PwD and caretakers (beneficiaries)
- Identify PwD targeted and existing barriers for employment
- Select and define institutions that will participate in the institutional and strengthening process
- Responsible of hiring design, edition and print of materials and documents required
- Select the companies that will receive awareness sessions
- Visit companies and the public employment service to identify job opportunities for PwD

### **Qualifications**

- Psychologist, social worker, educator or professional with a social science degree. Preferably with a master degree.
- At least 3 years of experience working with PcD in training, education or labor inclusion processes. Preferably with a master degree in related field
- Proficient with Excel, Word and PowerPoint
- Strong presentation skills and experience with public speaking
- Project management and multi-tasking skills
- Strong interpersonal skills and the ability to build relationships with stakeholders, including team, allies, external partners and donors

### **Deliverables**

Quarterly reports: include progress and results obtained during the period.

### **Characteristics of the Consultancy**

- Consultancy category and modality: Products and External Services. (An entrepreneurship training process implemented, learning materials delivered to the participants of the project and an assessment of the process conducted).
- Contract duration: To be determined.
- Place(s) of work: Bogotá and Cundinamarca.
- Division Leader or Coordinator: Juan Pablo Alzate (Income Generation Leader)

**Payment and Conditions:** Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

**Consanguinity:** Pursuant to applicable Bank policy, candidates with relatives (including the fourth degree of consanguinity and the second degree of affinity, including spouse) working for the Bank as staff members or Complementary Workforce contractuels, will not be eligible to provide services for the Bank.

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## **Colombia**

### **Labor Markets and Social Security Division (SCL/LMK)**

#### **Consultancy to develop methodology on softs skills and employability**

##### **Terms of Reference**

Social inclusion model for individuals with disabilities  
[CO-T1425]

##### **Background**

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Despite these provisions, PwD in Colombia have limited employment opportunities. Although 52% of PwD are in a productive age, only 15% are currently working. According to the Colombian Labor Ministry the unemployment rate among the PwD is of 80%. Furthermore, only 2.5% of PwD working receive an income equal or greater than the legal minimum wage.

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The objective of this TC is to support the development of a productive inclusion model that provides training in soft skills and employment services to: i) increase employment opportunities of PwD; and ii) promote and facilitate entrepreneurship of PwD. This productive inclusion model will incorporate activities of outreach, identification of barriers for inclusion, institutional strengthening and disability awareness.

### **Consultancy Objective**

The objective of this consultancy is to design, build and apply the contents of the soft skills and employability-training model.

### **Main activities**

The selected candidate will:

- Define contents and methodology of the soft skills model for PwD and caretakers (beneficiaries)
- Approve and guide the design, building and tools, materials and activities for the soft skills and employability model training
- Implement the training model with trainers
- Responsible for analyzing results and writing reports
- Write a soft-skills model guide
- Structure the institutional training model
- Strengthen the institutions that will participate in the project
- Follow up and evaluate with beneficiaries on their job opportunities

### **Qualifications**

- Psychologist, social worker, educator or with a social science degree. Preferably with a master degree on social and educational development or similar
- At least 3 years of experience working with PcD in training, education or labor inclusion processes. Preferably with a master degree in related field
- Excellent written and verbal communication
- Excellent interpersonal and communication skills, and strong presentation skills
- Ability to work as part of a team and perform under deadline pressure
- Proficiency in word, excel and power point
- Excellent writing and communication abilities

### **Deliverables**

Quarterly reports: include progress and results obtained during the period.

### **Characteristics of the Consultancy**

- Consultancy category and modality: Products and External Services. (An entrepreneurship training process implemented, learning materials delivered to the participant of the project and an assessment of the process conducted).
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**Colombia****Labor Markets and Social Security Division (SCL/LMK)****Specialist on soft skills and employability****Terms of Reference**

Social inclusion model for individuals with disabilities  
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### **Consultancy Objective**

The objective of these professionals is to build the activities for softs skills training and train the beneficiaries. This team (2 persons) will support all the implementation of the course including administrative, logistics and technical functions related to the construction, preparation, implementation and evaluation process.

### **Main activities**

The selected candidates will:

- Design, building and selection of tools, materials and activities for the soft skills and employability model training
- Implement selection process for PwD and caregivers that will participate in the project and the registration scheme
- Responsible of logistics for the implementation of the softs skills model and recruitment process
- Support and assist PwD and caregivers on soft skills model
- Assist with paper work and reports for the project
- Design and apply formats and tools for the training
- Prepare and accompany PwD during recruitment process

### **Qualifications**

- Psychologist, social worker, educator, occupational therapist, rehabilitation professional or similar
- At least 1 year of experience working with PcD in training, education or labor inclusion processes.
- Excellent communications skills and educational skills
- Strong empathy and social skills
- Creative problem solving solutions
- Administrative and operational skills

### **Deliverables**

Quarterly reports: include progress and results obtained during the period.



## **Characteristics of the Consultancy**

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## Colombia

### Labor Markets and Social Security Division (SCL/LMK)

#### Entrepreneurship trainer Consultancy

#### Terms of Reference

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Lessons learned from a previous intervention led by the IDB Group have identified the lack of socio-emotional skills as one of the most important barriers to employability of PwD<sup>1</sup>. According to the experience of two civil society organizations involved (namely, Saldarriaga Concha Foundation (SCF) and Best Buddies Colombia (BBC), people who have a productive activity but do not have social life and relational skills, have to deal with difficulties to access and maintain their jobs. Lessons in this direction have also been obtained from the Work Opportunity program, which has been implemented by Best Buddies for the last 12 years and currently benefits 540 young PwD who work in 61 businesses. The experience of Work Opportunity highlights how young people with intellectual disabilities need reinforcement in issues concerning labor relations and social skills.

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### **Objective**

The objective of this consultancy is implementing an entrepreneurship training process (targeted on the participants of the projects), in order to give them the most accurate knowledge required to manage a successful business.

### **Main activities**

The selected organization will:

- Be responsible for creating an innovative entrepreneurship methodology focused on the main skills people need in order to achieve a successful business performance.
- Define the most adequate knowledge transfer methodology taking into account the reasonable accommodations needed in order to ensure a proper appropriation of the topics discussed on the course.
- Bring to the participants all the learning materials required.
- Create an assessment to evaluate how people appropriate the topics.
- Create an individual entrepreneur profile for each participant of the course.

### **Characteristics of the Consultancy**

- Consultancy category and modality: Products and External Services. (An entrepreneurship training process implemented, learning materials delivered to the participant of the project and an assessment of the process conducted).
- Contract duration: Up to six months.
- Place(s) of work: Bogotá and Cundinamarca.
- Division Leader or Coordinator: Juan Pablo Alzate (Income Generation Leader)

**Payment and Conditions:** Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country.

The Consultancy will be paid according the payments scheduled defined with the organization selected.

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## Colombia

### Labor Markets and Social Security Division (SCL/LMK)

#### Technical leader of the project

#### Terms of Reference

Social inclusion model for individuals with disabilities  
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### **Consultancy objective**

The objective of this consultancy is providing technical and operational support to the project throughout the professional services of a program leader.

### **Main activities**

The selected candidate will:

- Be responsible for managing the operational development of the project.
- Give technical and administrative support in the entire project (all the components).
- Elaborate technical and financial reports about the project management, according the parameters defined by the organizations.
- Be the coordinator of the entire team.

### **Characteristics of the Consultancy**

- Consultancy category and modality: Products and external services (Monthly reports about the managing of the project), Lump Sum
- Contract duration: Up to six months.
- Place(s) of work: Bogotá and Cundinamarca.
- Division Leader or Coordinator: Juan Pablo Alzate (Income Generation Leader)

**Payment and Conditions:** Compensation will be determined in accordance with Bank's policies and procedures. In addition, candidates must be citizens of an IDB member country. The Consultant will be paid monthly according with the approval of the technical reports.

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