

ActionAid Bangladesh

Terms of Reference (ToR)

Capacity Development Training on Psychosocial Support (PSS) and Self-Care for Project Staff (Expected number of participants: 20–30)

Project Name: Empowering Rohingya Women and Girls by Enhancing Protection, Resilience, and Market Access

Supported by: UNWOMEN

Background

The Rohingya humanitarian context presents complex and high-pressure working conditions for project staff engaged in sectors such as Protection, Gender-Based Violence (GBV), Livelihoods, Women Empowerment. Staff frequently interact with vulnerable populations who have experienced trauma, displacement, and ongoing stress.

Continuous exposure to such environments can impact staff wellbeing, leading to stress, burnout, and reduced effectiveness. Therefore, strengthening staff capacity in **Psychosocial Support (PSS)** and **self-care practices** is essential to ensure both quality programming and staff well-being.

Purpose of the Training

The purpose of this training is to enhance the knowledge, skills, and resilience of project staff in providing basic psychosocial support while also prioritizing their own mental health and wellbeing through effective self-care strategies.

Objectives

To strengthen staff capacity on PSS and self-care to improve both service delivery and personal wellbeing.

- To build understanding of basic concepts of **mental health and psychosocial support (MHPSS)**
- To enhance skills in providing **basic psychosocial support to beneficiaries**
- To identify signs of **stress, burnout, and secondary trauma**
- To promote practical **self-care techniques and coping strategies**
- To strengthen **team support systems and peer care mechanisms**
- To ensure **safe, ethical, and survivor-centered approaches** in GBV and protection work

Scope of the Training

The training will be conducted in-person and will include participatory and practical sessions tailored to the humanitarian context of Rohingya camps.

Key Topics

- Introduction to MHPSS and its relevance in humanitarian settings
- Understanding stress, trauma, and coping mechanisms
- Psychological First Aid (PFA) principles
- Basic counseling and communication skills
- GBV survivor-centered approach and emotional support
- Self-care: individual and organizational strategies
- Burnout prevention and stress management
- Team care and peer support
- Practical exercises, case studies, and role plays

Training Duration and Modality

- **Duration:** 2 days
- **Modality:** In-person, interactive
- **Location:** Cox's Bazar (preferably at an external venue outside the office)

Methodology

The training will follow a participatory and adult-learning approach, including:

- Interactive presentations
- Group discussions
- Role plays and simulations
- Case study analysis
- Experience sharing
- Practical exercises and reflection sessions

Expected Deliverables

The trainer/consultant is expected to:

- Develop and submit **agenda**
- Facilitate the training sessions effectively
- Provide **training materials and handouts**
- Conduct **pre- and post-assessment**
- Submit a **training completion report** with recommendations

Expected Outcomes

- Improved staff understanding of PSS and mental health
- Enhanced ability to provide basic psychosocial support
- Increased awareness and self-care
- Reduced risk of burnout and stress among staff
- Strengthened quality of service delivery across project sectors

Trainer/Facilitator Requirements

- Proven experience in **MHPSS, PSS, and self-care training**
- Experience working in **humanitarian or refugee settings**, preferably Rohingya response
- Strong facilitation and communication skills
- Knowledge of **GBV and protection principles**
- Ability to conduct participatory and context-specific training

Ethical Considerations

- Ensure **confidentiality and sensitivity** when discussing trauma-related issues
- Apply **do no harm principles**
- Respect cultural context and diversity
- Promote a **safe and inclusive learning environment**

Deadline for Proposal Submission: 02 June 2026

- Please click below the link to submit your proposals

Link: <https://jobs.actionaidbd.org/consultancy>

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