



Terms of Reference (ToR)

1. General Information

Project Title: GRACE – Growth, Resilience, and Care Empowerment

Activity Title: Trainer of the Women’s Group for the Provision of Long-Term Care Services for Individuals Over 65 Years Old and Persons with Disabilities (PWD).

Project Duration: December 2024 – November 2025

Project Location: Shkoder, Malesi e Madhe, Vau Dejes

Lead Applicant: Woman to Woman (NGO)

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2. Background

Albania is experiencing a significant demographic shift characterized by a rapidly aging population. Projections indicate that between 2020 and 2050, the number of individuals aged 65 and above will rise from 420,000 to 623,000, increasing their share of the total population from 15% to 26%.¹ This demographic trend underscores an imminent need to ensure access to affordable and quality long-term care (LTC) services for the elderly.

Currently, the provision of formal LTC services in Albania is limited. An estimated 91,000 elderly individuals require long-term care, yet less than 2% receive formal services. Consequently, the majority rely on informal care, predominantly provided by unpaid female family members.² This reliance not only places a substantial burden on families but also highlights gender disparities in caregiving roles.

The Albanian government has recognized these challenges and has taken steps to address them through strategic frameworks such as the National Strategy for Social Protection 2024-2030.³ This strategy aims to build a social protection system that combats socio-economic inequalities by implementing policies and mechanisms to

¹ ilo.org

² ilo.org

³ [Pamja e dokumentit - Qendra e Botimeve Zyrtare,](#)

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protect vulnerable or excluded individuals through prevention programs and social reintegration combined with employment schemes. In alignment with these national objectives, the GRACE (Growth, Resilience, and Care Empowerment) project seeks to pilot scalable, integrated LTC models in the municipalities of Shkodër, Malësi e Madhe, and Vau Dejës. These areas have been identified as having significant gaps in LTC service provision, making them focal points for intervention.

A key component of the GRACE project is the empowerment of economically disadvantaged women. By providing vocational training and employment opportunities in the LTC sector, the project aims to address gender disparities in both caregiving and economic participation. This approach not only enhances the quality of care for the elderly and people with disabilities but also promotes economic empowerment among women.

3. Objective of the Assignment

The primary objective of this assignment is to design and deliver a comprehensive vocational training program that equips 30 selected women with the necessary skills and knowledge to provide professional LTC services. The training aims to transform participants' informal caregiving experiences into formal qualifications, thereby facilitating their employment in the LTC sector.

4. Scope of the assignment

4.1 The Trainer will be engaged for at least 24 working days and will be responsible for the following tasks:

1. Design a training curriculum that encompasses both theoretical and practical aspects of LTC, including geriatric care, personal assistance, health monitoring, emotional support, and care for individuals with disabilities.
2. Conduct a three-month training program combining classroom instruction with hands-on practical sessions, ensuring participants gain real-world experience in LTC.
3. Develop assessment tools to evaluate participants' competencies and collaborate with licensed training centers to facilitate the issuance of accredited certificates upon successful completion.
4. Provide guidance on job-search strategies, interview preparation, and workplace professionalism to enhance participants' employability in the LTC sector.

5. Work closely with local employment offices, healthcare providers, and community organizations to align the training program with current industry standards and employment opportunities.

4.2 Deliverables

- A detailed curriculum covering all essential aspects of LTC, tailored to the needs of the target group.
- Development of manuals, presentations, and practical guides to support the training sessions.
- Regular progress reports evaluating each participant's performance and areas for improvement.
- A comprehensive report summarizing the training outcomes, including participant feedback, challenges encountered, and recommendations for future programs.

5. Qualifications and Experience

- Bachelor's degree in Nursing, Social Work, Healthcare Management, or a related field.
- At least 5 years of experience in providing LTC services, with a minimum of 2 years in a training or instructional role.
- Familiarity with the socio-economic challenges faced by women in rural Albania.
- Strong communication and interpersonal skills, with proficiency in Albanian; knowledge of English is an asset.
- Experience collaborating with local institutions and understanding of the regional healthcare landscape.

6. Duration and Timeline

The assignment is expected to commence in March 2025 and conclude in May 2025, covering a total period of three months. Training sessions will be conducted in the municipalities of Shkoder.

7. Reporting and Supervision

The Trainer will report directly to the Project Manager of the GRACE project and will be required to provide regular updates on the progress of the training program.

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8. Application Process

Interested candidates are invited to submit the following documents to info@gtg.al:

- A detailed CV highlighting relevant experience.
- A cover letter outlining their approach to delivering the training and how their experience aligns with the project's objectives.
- Links to previous work related to long-term care model development (if available).

Deadline for Submission: 28 February 2025

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