



## TERMS OF REFERENCE (ToR)

### Background information

Under the Global Programme “Centres for Migration and Development”, GIZ is working together with Don Bosco Youth Network (DBYN) to support regular labor and educational Migration to Germany and Europe. As part of this, the programme is supporting the establishment and enhancement of trainings and certificates that are beneficial on the international job market. As part of its capacity-building initiatives, the program intends to contribute to the establishment of additional German-language-training capacities, especially outside of Accra. The training will be targeting TVET students of selected schools in Tamale, Sunyani and Kumasi. The four Technical Institutes in this project are:

- St. Mary’s Technical Institute in Tamale (Northern Region),
- Don Bosco Technical Institute in Odumase/Sunyani (Bono Region),
- Catholic Technical Institute in Kumasi (Ashanti Region) and
- St. Paul’s Technical School in Kukurantumi (Eastern Region).

The project focuses on improving the access to gainful employment for graduates of Technical Institutes in Ghana. Training the staff of the respective departments to teach the upgraded and “C”-certified course in the specific elective technical subjects. The training will be done in close collaboration with those experts of industry who took part in the assessments of capacities and needs. Assessing the capacities of the departments of the selected elective technical subject at each of the four Technical Institutes with regards to technical equipment and human resources and identifying the upgrading needs in order to get the respective

course “C”-certified by DIHK. The catering and hospitality department at St Mary’s Technical Institute for this subject is very key.

As a result, the position of a consultant for the catering and hospitality centre is paramount. This position focuses on assessing and supporting the upgrade of the catering and hospitality centre at St Mary’s Technical Institute.

### **Roles and Responsibilities/Tasks**

The consultant for the catering/hospitality will perform the following core duties:

- Collaborate with the project team in the implementation of the project
- Train teachers based on an AHK approved curriculum to qualify St Mary’s to AHKs C-Certificate qualification (ToT)
- Support the process of upgrading the catering department to issue AHKs C-Certificate.
- Identify and cultivate relationships with key industry players, including companies, principals, staff/trainers and parents.
- Attend networking sessions to achieve project activity/goals.
- Work closely with stakeholders such as principals, staff/teachers/instructors/trainers, and project team to integrate industry insights into internal processes.
- Provide briefings on industry best practices.

### **Qualification/Professional experience and skills**

- A master’s degree in catering and hospitality industry or equivalent qualification
- Prior working experience in teaching in the area of catering and hospitality
- Must possess strong technical skills (AHK C-certified is a requirement)
- Advanced knowledge in any similar senior position in the TVET space
- Speak fluently in English
- Excellent English writing skills

**Reporting to: Project Manager, Don Bosco Youth Network, West Africa**

**Location: Ashaiman**

**Contract period: 12 months.**

**How to apply:**

Please send your CV and financial proposals to [advocacynetworkingaos@gmail.com](mailto:advocacynetworkingaos@gmail.com)

**Deadline:**

All application and CV must be sent not later than 30<sup>th</sup> November, 2025.