

Background

Ballyhoura Development is a community-led Local Development Company, and a registered charity, which works with communities, families, individuals and businesses in the Ballyhoura region of East Limerick and North Cork. The company has successfully managed, coordinated and implemented a wide range of national and European projects and programmes since its establishment in 1989, and currently delivers over 30 programmes, focussing on three key aims of:

1. Community Development
2. Economic Development
3. Environmental Development

Partnership and participation are the guiding principles of Ballyhoura Development's work and activities, and a bottom-up approach is central to all of the organisation's programme delivery.

Our Vision: An area with empowered, inclusive communities, and a diversified economy.

Our Mission: To work in partnership to develop empowered and inclusive communities that inspire and embrace new opportunities, drive positive sustainable social, environmental and economic change, and reduce inequalities, thereby making the Ballyhoura area an attractive location in which to live, do business, and visit.

Our Values: Inclusion - Integrity - Innovation

See www.ballyhouradevelopment.com for more information.

Context

Ballyhoura Development has recently established a Traveller Primary Healthcare project in the East Limerick region. As part of this project the organisation has employed a team of 11 peer workers.

The peer workers are tasked with bridging the gap between the primary health system and the Traveller community and are key workers in the delivery of peer health education in order to improve the overall health and wellbeing of members of the Traveller Community in the East Limerick area.

The peer workers have a number of responsibilities:

Community Health Initiatives

- Involved in the development of Traveller-specific community health initiatives, based on evidence-based approaches and good practice.
- Providing peer-led health information and education to the local Traveller Community.
- Providing information on the health service and how to access health services.
- Providing general information on health issues.
- Supporting, motivating, affirming/ empowering Travellers around health issues.
- Encouraging attendance at medical and health related clinics, appointments and activities.
- Identification of the health needs in the local Traveller Community.

Linking with Services

- Meeting with health and other service providers to explain the role of the Community Health Worker and to identify working linkages.

- Meeting with health and other service providers to explain and discuss the health needs of Travellers and to work with them to ensure that services are culturally appropriate.
- Bringing feedback to service providers on making services more accessible.
- Working with the relevant HSE areas to co-design appropriate and culturally sensitive health information booklets and flyers.

Participation in relevant Community and Interagency Fora

- Ensuring that the Traveller voice is represented.
- Participating in relevant Traveller health fora/ meetings as identified.
- Participating in other local/ community inter-agency groups, as identified.

The team will have already completed the following training elements:

- Manual Handling
- First Aid Responder Training
- Digital Skills for Employment
- Personal Development
- Children First HSE Module
- Health Food Made Easy

Request for Tender Details

This request for tender is to design, develop and deliver a training programme for peer workers to support them in developing the necessary skills and knowledge to become Community Health Workers for the Traveller Community.

This training will be delivered over 45 X 4 hour sessions from the 10th of September 2024 to 26th of June 2025.

Training will take place on Tuesday's and Thursday's from 10am to 2pm with a 30-minute break each day

Breaks in training will be agreed in advance to facilitate annual leave and on-the-job requirements.

Alongside the training the peer workers under the guidance of the project coordinator will be carrying out fieldwork, this fieldwork should link closely with the training programme.

The Team's main health topics (KPI's) are

- Mental Health
- Diabetes
- Heart Health

Other topics that the team may be promoting are

- Bowel Cancer
- Skin Cancer
- Lung Cancer and the Quit Smoking Initiative
- Oral Health
- Men's Health
- Sepsis
- Meningitis

- Child and Maternal Health
- Healthy Pregnancy
- Healthy eating and exercise.

Training Objectives

1. Build effective communication, teamwork and facilitation skills including
 - a. Presentation, facilitation and group work skill for networks and fora.
 - b. Communicating new information to the community and stakeholders (HSE, other agencies)
 - c. Barriers to communication
 - d. Professionalism in your role
 - e. Ensuring the Traveller Voice is heard-how to represent your community.
2. Community Development skills including
 - a. Awareness of the social position of Irish Travellers and the implications
 - b. Community animation and accessing hard to reach groups
 - c. Empowering members of the Traveller Community to access appropriate health services
 - d. Identifying emerging health needs of the local Traveller Community.
 - e. Engaging with statutory service providers and planners
 - f. Consulting with and participating in the policy system
3. Field work skills including
 - a. Recording and reporting on work
 - b. GDPR and your responsibilities
 - c. Dignity and respect of others
 - d. Unconscious bias
 - e. Personal safety
4. Knowledge of Health Advocacy and the Primary Health Service including
 - a. What is the primary health service and its impact on the community's health
 - b. The importance of a healthy lifestyle, primary health and health awareness
 - c. Understanding the social determinants of health
 - d. The role of Traveller Primary Health Teams and linking back to the Mid-West Community Health THIP 2023-2027
 - e. Work planning and KPIs
 - f. Using online resources to search for and locate health information
 - g. Strategising primary health care awareness and promotion mechanisms specific to the Traveller Community utilising community development principles

Delivery Approach

- There should be a focus on practical and participatory methods where possible
- Written assessments and exercises should be kept to a minimum to include everyone on the team
- The trainer will link closely with the project coordinator to ensure that the training links with field work and vice versa.

Indicative Budget

The Indicative for this training is €25,000

Submitting Quotations

Deadline Date	Quotations must be submitted on time by email to econway@ballyhoura.org close of business on the 31st of May 2024
Compliance	Candidates must provide evidence of their tax compliance and hold relevant insurance* to this quotation request and *evidence of same to be presented if awarded to deliver
Qualifications	The person delivering the training must be suitably qualified (provide CV)
Relevant previous experience	Candidates must demonstrate previous experience of delivering similar training and working with disadvantaged groups. Experience of delivering training and support to members of the Traveller Community is desirable.

* Level of Insurance Required

Employer's Liability Insurance €13 Million

Public Liability Insurance €6.5 Million.

Professional Indemnity insurance €2.6 Million

Award Criteria	Requirement	Weighting	Pass Rate
Methodology	Detailed description of course outline and methodology	4000	65%
Experience of Trainer	CV of personnel delivering course to include experience delivering to marginalised groups and peer working.	3000	65%
Cost	Costs should include all materials, official accreditation, and any travel or related expenses. Cost Formula Score - $\frac{\text{Lowest Price Quoted}}{\text{Amount Quoted} \times \text{Company}} \times \text{Maximum Score (5000)}$	3000	N/A
		10,000	

Award of contract will be subject to attendance at verification/clarification meeting as part of the final selection process and prior to final contract award. It would be essential that the key personnel assigned to this contract should be available and present at this meeting. The meeting will last no longer than one hour and will be conducted on an interview basis with each tender that has passed the selection and award criteria. This meeting will address the tenderer's response to the specification and the award criteria and will verify the content of tenders and/or the tenderers' understanding of the requirements.