

Announcement – Call for Interest: Individual Trainers for Project Management

Delivery of Comprehensive Workshop Design, Facilitation and Training Implementation Services for AIZ Bangkok

As an international cooperation enterprise with worldwide operations, the German government owned Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH operates on behalf of German ministries, the governments of other countries and international clients to provide tailor-made, cost-efficient and effective services for sustainable development. We are looking for **an experienced facilitator** to provide consultancy service to deliver Project Management Workshop for AIZ Bangkok.

Delivery of Comprehensive Workshop Design, Facilitation and Training Implementation Services for AIZ Bangkok

The Academy for International Cooperation (AIZ) of GIZ provides training in international cooperation and sustainable development to enable people to play an active role in shaping changes globally. In 2017, GIZ has launched AIZ in Bangkok to provides access to quality training services in Asia. AIZ supports GIZ projects around the world in designing and implementing measures for strategic skills development and learning processes, to ensure long-term capabilities and sustainable results. Beside supporting GIZ in its human resources development and project implementation, we also implement training services for public clients to support competency development of individuals and organization.

Project management and facilitation are one of the main areas where staff in international/development cooperation is in. AIZ Bangkok realized that there is a demand for strengthening competencies in this field. We have been continuously developing and offering workshops in the field of “Project Management” since 2011.

For the duration of 2025 – 2027, AIZ Bangkok is looking for an external workshop facilitator to deliver/co-deliver customized project management workshop tailored to the specific contexts of target group.

Core Responsibilities:

For each workshop, the successful facilitator is expected to:

- Review the workshop objectives, plan, and materials, and adapt them to suit the specific needs and context of the target group.
- Conduct participant analysis to understand their background, expectations, and needs where appropriate.
- Prepare and finalize the workshop agenda, facilitation plan, and materials in coordination with AIZ Bangkok.
- Collaborate with any co-facilitators provided by AIZ Bangkok to prepare and assign roles and responsibilities. The facilitator will hold primary responsibility for the overall workshop delivery.
- Ensure the workshop setting is appropriately prepared and conducive to learning at the designated location.
- Adjust the workshop agenda, materials, and documentation as needed based on real-time implementation and participant feedback.

- Provide recommendations for improving workshop quality, including facilitation techniques and approaches, as required.

Qualifications:

- **Speak, read and write English fluently** at the level of near native speaker and is familiar with English communication in different accents.
- **Good language skills in Thai. Speaks, reads and writes Thai fluently** and should be familiar with different ways of communication.
- The contractor should be able to develop workshop materials in both Thai and English languages as appropriate.
- **10 years of professional experience in the workshop design and workshop facilitation.**
- **Possess more than 8 years of experience as facilitator and has experiences implementing high quality workshops**, such as planning workshop, mid-term review workshop, stakeholder consultation workshop, exit strategy workshop.
- **At least 8 years of professional experience in designing workshop concepts, and programmes.** The contractor should have expertise in analysing client need, identifying workshop objectives and have throughout understanding of a learning/workshop processes.
- **Experience as a main facilitator for workshops** in the face-to-face and online format. The contractor should be able to facilitate workshop through discussion, dialogue, reflection, practices and other appropriate methods/tools according to AIZ workshop approaches.
- **Experience in the sustainable development or international cooperation**, especially in the Thai governmental context, will be beneficial.
- **10 years of experience and in-depth knowledge/understanding of results-based management system** used by development partners such as the EU, the World Bank, GIZ, and USAID with good understanding on general context of development cooperation projects in Asia.
- **8 years of working experience in Thailand and regional context.**
- **8 years of experience working with international organisations and/or non-profit organisations** in the international cooperation and/or sustainable development field.
- **At least 4 years of experience in conducting online sessions**, particularly using MS Teams

This will be an assignment-based contract, with a period of 22 months from 01st March 2025 to 31st December 2027 tentatively, with possibility to change period in case delay of tender process.

If you are interested, please confirm your interest via email to TH_Quotation@giz.de within **20 February 2025**. Kindly put email Subject: "Call for Interest 83481357" and attach your expert CV/ company profile.

Tender bidding process will be carried out after the Call for Interest. Invitation for Bidding will be sent out by third week of February.