



## **TOR for YMCA Program Management Dashboard Specification**

### **About YMCA Ethiopia**

The YMCA Ethiopia is one of the oldest non-government organizations in Ethiopia, founded in 1947 and started its active program in 1949. It works for spiritual, intellectual and physical well-being of individuals and wholeness of communities. It is a holistic approach to development, symbolized by the well known YMCA triangle representing body, mind and spirit. Therefore, YMCA Ethiopia is working with youth through intellectual, physical, and spiritual programs to train the mind, the hand and the heart. The organization is currently serving in four regions through 10 branches and two Technical and Vocational Education Training Centers. As a volunteer-based organization with a broad based, democratically elected governing structure comprised of the General Assembly and Executive Board, the YMCA mobilizes the support of donors, government and communities towards achieving its vision of Empowering youth for the renaissance of Africa.

The organization has been implementing different programs and interventions. Under character Building (Body, Mind Sprit)/ Life Skills Development program, YMCA able to create self-assured leaders and civically engaged youth who work to positively influence their own lives and the lives of those around them. Through Youth for work and Life (Job Readiness) program, YMCA created access for marketable vocational training to help better transition from the world of school to the world of work. While to Improve Healthy and Safer Sexual Practice of adolescents and young people, YMCA Ethiopia implemented life skill based SRH information and education programs in collaboration with different implementing partners. The youth Enrichment/ Youth Power space program which is implemented through the existing two gymnasium centers at Addis Ababa and Bahirdar, YMCA enabled adolescents, youths and community members participate in various sport activities including football, basketball, box, tennis table, badminton, karate, gymnastic/ aerobics, etc. Due to this youths and adolescents able to building their body, mind and spirit. The community Service and Engagement program which comprises of provision of day care service for the needy, empowered Young single mothers engaged in income generating activities while their kids stay in YMCA centers, provision of basic cognitive skill and alternative basic education for the kids and provision of psychosocial support including in school feeding, family support seed money. Due to this the needy community able to self-sustained from the livelihood activities they implemented, children's school performance enhanced and school dropouts reduced.

### **Background of the project**

Safe and inclusive city project is one of the projects that implemented in YMCA Ethiopia. The project wants to support strengthen the capacity building of the YMCA. The main objective of the capacity building is to embrace new techniques to further improve the collection, processing and dissemination of information to support improved decision making and to strengthen information used for reporting

purposes by building on and improving existing inter-branch processes and tools. In order to provide the membership organizations with improved information management guidance and tools.

The Purpose of the consultancy service is to conduct operational assessment for smooth development of technological infrastructure and programs (Dashboard) for program development and reporting

### **Objective/ Expected outcomes of the consultancy**

The consultant will out put the following out comes.

- Program Management Dashboard with program definition functionality with project milestone and task assignment features
- System shall have capability to register all YMCA members and contain full member profile
- System shall be accessed by all regional branches with secure user accounts
- System shall enable secure and smooth data triangulation: users upload reports, findings, program update based on the privilege given by the system
- Data Visualization features included.
- System shall have responsive layout and shall be accessed by computers, laptops, tablets and mobile devises.
- System shall be available anywhere anytime

### **Deliverable:**

1. Within 5 days of signing the consultancy agreement, a document outlining the structure and content of the inception plan will be submitted for approval;
2. Within 45 days following the approval of the inception plan will be conducted, a first trial of the data base / the MIS submitted;
3. Within 20 days upon receipt of the feedback on the finding, a final project will be submitted.

### **Profile of consultant / firm:**

1. YMCA Ethiopia is looking for legally registered professional firm with proven experience on developing Program and Management Dashboard
2. Experience conducting similar project, such as database and MIS, specifically developing quality reporting system, dashboard for NGOs is strongly preferred;

### **How to apply**

The application file should contain the following documents:

A capacity statement demonstrating how the consultant / firm is capable of doing the job based on past professional experience.

A financial proposal detailing the various costs associated with the delivery of the above services.

Interested applicant is requested to submit their application no later than 25 May 2021, in sealed envelope to operation department (refer project name: "Safe and inclusive city project 2021 OFFER" at YMCA Ethiopia National office, Gotera near to Ghion Gas .

Phone .0911945710 Ashenafi mengistu