



MENTAL HEALTH UGANDA

Engaging Teachers on Mental Health in the Workplace to Commemorate World Mental Health Day

Terms of Reference (ToR)

October 2024

1. Background

Mental Health Uganda (MHU) is an indigenous, non-government, membership-based Disabled People's Organization, established in response to the overwhelming marginalization, isolation, and abuse of rights of persons with psycho-social disabilities/users of psychiatry services, and their families.

With funding from ODW, MHU, and SOS Children's Villages are implementing a 3-year project (2023-25) primarily targeting young people between the ages of 13 to 19 years in 08 selected schools in Gulu City and Wakiso district. The project has two outcomes namely; *normalize mental health problems, reduced stigma and discrimination, and, accessible psychosocial support in the targeted schools.*

World Mental Health Day is observed annually on October 10.th It is aimed at raising awareness about mental health issues globally and mobilizing efforts to support mental health. The theme for this year is; *"It is time to prioritize mental health in the workplace"*. This theme highlights the importance of mental health wellness in work settings and encourages initiatives to create supportive work environments. In line with this theme, MHU and SOS Children's Villages intend to commemorate World Mental Health Day in the Project Schools through various awareness-raising activities targeting both the students and teachers. MHU intends to contract a Mental Health consultant to provide psychoeducation to Teachers in the 8 project schools on mental health at the workplace, engage them on actual experiences and jointly agree on improvement strategies and concrete actions. The well-being of teachers and students is interconnected with each influencing the other in various ways as; a supportive work environment for teachers can positively impact the students' well-being and academic performance. These engagements will not only be beneficial to the teachers but will also have a significant positive trickle-down impact on their student's well-being in the form of improved teacher-student relations, and academic success among others.

2. Context Analysis

Mental health has become an increasingly important issue in recent years, as people grapple with rising stress levels, anxiety, and depression. The World Health Organization (WHO) reported that in 2019, 15% of working adults were diagnosed with a mental disorder. However, this percentage has since risen due to the COVID-19 pandemic, which

triggered a 25% increase in stress and anxiety-related disorders according to the WHO. In the workplace, these issues can have a significant impact on productivity, morale, and the overall well-being of employees. Teachers are not an exception. During interactions with teachers in the project schools, they have disclosed burn out and stress as major concerns with regards to their mental wellbeing whereas from the project baseline, 10% of students who have felt distressed, attributed their feelings to teachers. An enabling environment for teachers is therefore paramount for the achievement of project results and the 2024 World Mental Health Day that recognizes mental health at the workplace could not have been more timely.

3. Purpose of the Assignment

The main purpose of this assignment is to enhance positive workplace mental health in the project schools with a focus on the following key issues;

- Teacher’s mental health in the workplace/schools
- The link/relationship between teacher well-being and student academic performance/educational outcomes.
- Recommendations and clear action points for promoting mental health at the workplace/schools that will result into schools creating an environment that promotes the mental wellbeing of teachers.

There has to be an occasion that allows teachers to openly share and brainstorm on their actual experiences at the workplace – their struggles, how they cope, available help or the lack of it, etc.

4. Duration and Time Schedule

The assignment shall be completed within a period of eight (08) man-days within October 2024. The activity in Gulu shall indicatively be conducted from 24th October to 25th October 2024 and in Wakiso district from 28th October to 29th October 2024.

The consultant shall use 2 man-days to prepare for the training, 4 man-days to deliver the training and 2 man-days for travel and writing a training report.

The training shall take a maximum of 3 hours in each school i.e. between 9 AM to 12 noon and 2 PM to 5 PM on each of the days allocated. This therefore 2 schools shall be handled in a day.

5. Location of the Assignment

The assignment shall be carried out in both Wakiso and Gulu's project schools.

6. Key Deliverables and Deadlines

Contractually, the Consultant shall train and report to the Program Manager at MHU, The Key deliverables shall include:

- 1) Training slides/notes to be used for the training that shall be submitted for review and approval before the training; and
- 2) A report after the training of 10-15 pages shall be submitted by latest 5 days after the training.

7. Qualification Requirements

An applicant should possess the following:

- 1) At least a Master's Degree in a relevant field counseling or clinical psychology from a recognized institution; or a first degree in any of the above with a minimum of 5 years of working experience can work in place of the advanced degree;
- 2) Excellent understanding of mental health advocacy;
- 3) Demonstrable experience in delivering mental health training to professionals;
- 4) High level of professionalism and an ability to work independently; and
- 5) Excellent command of oral and written English language.

8. Expression of Interest

The Expression of Interest should consist of the following:

- 1) A Detailed Curriculum Vitae;
- 2) An outline of the training package;
- 3) Mode of Delivery and timing;
- 4) Financial Offer presented in a lump sum daily rate.

9. Award Criteria

The items in the Expression of Interest shall be scored as follows:

| ITEM | SCORE (%) |
|---------------------------------|------------|
| Curriculum Vitae | 20 |
| Outline of the Training Package | 30 |
| Mode of Delivery | 10 |
| Financial Offer | 40 |
| TOTAL | 100 |

10. Calendar for Key Activities

The consultant shall take note of the following indicative dates:

| DATE | ACTIVITIES |
|---|-----------------------------------|
| October 15 th , 2024 | Deadline for submission of offers |
| October 18 th , 2024 | Contract award |
| October 21 st , 2024 | Inception meeting |
| October 22 nd to October 25 th , 2024 | Contract performance commences |

11. Payment Terms

| Stage | Proportion of payment |
|------------------------------|-----------------------|
| Upon signing of the contract | 60% |
| Approval of the final report | 40% |

12. Submission of Expression of Interest

The deadline for submission of Expression of Interest is **11:00pm on 15th October 2024**, via email to: info@mentalhealthuganda.org with the subject; **EXPRESSION OF INTEREST MENTAL HEALTH TEACHER TRAINING**

All expression of interest material must be merged into one pdf file not exceeding 8 pages.

Note: MHU promotes zero tolerance for discrimination/harassment based on gender, sexual orientation, sexual identity, religious beliefs etc. All staff, volunteers and contractors shall adhere to strict guidelines in order to facilitate “silent” inclusion. Project actors will also adhere to MHU’s safeguarding provisions – a set of procedures and practices designed to ensure that no harm comes to people as a result of contact with MHU’s programs, operations or people.