

## **Call for Tenders:**

### **Diversity, Equity and Inclusion training for Fairtrade international employees**

#### **Who are we and what do we do?**

Fairtrade International is a global organization dedicated to promoting fairer trading conditions for farmers & workers in lower-income countries. With Fairtrade, farmers and workers improve their lives and have greater control over their future.

We work by establishing Fairtrade standards and certifying products that meet these standards. These standards cover various aspects, including fair wages, safe working conditions, and environmental sustainability. When consumers see the Fairtrade logo on a product, they can be assured that it was produced and traded ethically.

Fairtrade International addresses the inequalities inherent in conventional trade systems. By ensuring fair prices for farmers & workers and supporting sustainable practices, it helps break the cycle of poverty in many lower-income regions. Moreover, Fairtrade gives farmers & workers a voice in the global marketplace.

#### **Impact of Fairtrade International**

Fairtrade International has a tangible impact on the lives of millions of people worldwide. It provides farmers with stable incomes, access to education and healthcare, and opportunities for community development. Additionally, Fairtrade promotes environmental stewardship by encouraging sustainable farming practices.

#### **Diverse Staff Reflecting Global Reach**

Fairtrade International is a middle-size NGO of about 100 people. Our staff hails from 37 different nations from around the globe. This diversity enriches our organization, bringing together a multitude of perspectives, experiences, and cultural insights. Understanding and appreciating this diversity is essential for fostering a collaborative and inclusive work environment.

#### **Scope of training program**

Given the diverse backgrounds of our staff, the DEI training is paramount. It helps us navigate cultural differences, communicate effectively across borders and build strong relationships with stakeholders worldwide. By embracing diversity and fostering intercultural competence, we strengthen our organization and enhance our ability to achieve Fairtrade International's mission, vision and strategic goals.

As part of Fairtrade International's ongoing commitment of developing as effective organization serving a complex global system, we are looking for a consultant, consultancy or organization that can provide an initial training or series of trainings to our colleagues from the central office in Bonn.

Our goal is to increase our collective awareness about DEI issues, align with our core values of accountability, respect, integrity and partnership and identify concrete steps we can make to increase diversity, equity and inclusion within the organization and while working with a range of different stakeholders.

We want to be more sensible about different perspectives, cultivate a culture of acceptance of diversity, equity and inclusion, including intercultural perspective, and integrate DEI into our daily ways of working and interpersonal behaviours.

Some of our ideas are:

- Gaining a common understanding of what Diversity, Equity and Inclusion (DEI) means
- Recognise the diversity of staff by celebrating different cultures
- Building a deeper understanding of how the dynamics between race, gender, age, class, disability and culture impact our daily work and how we can be mindful of these
- Identify the main areas of concern for Fairtrade International and how we will integrate the DEI learnings into a common practice

**What we are looking for:**

A competent provider, who:

- Has a proven track record of design and delivery of similar training programs
- Has a good understanding and experience of the ways of working and needs of international non-governmental organizations working for sustainability issues

**Envisioned format:**

- Desired timing for first session: October - November 2024
- Groups of 15-20 people with the aim to train all employees
- Online or in-person in Bonn, Germany

**Applications:**

- A cover letter expressing your interest and outlining why you would be an appropriate partner for this project
- A proposal of a workshop or workshop series to meet the stated aims
- Examples of similar work
- Proposed trainer bios
- Budget breakdown

**Process and timelines:**

Please send your tendering documents by email to: [e.grabert@fairtrade.net](mailto:e.grabert@fairtrade.net) and indicate: “DEI training” in the subject line.

The deadline for submitting your tendering documents is: **20 August 2024**