

ASSOCIATION NAJDEH

Vocational Training Section Annual Report January-Dec.2015



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Program Officer	Mrs. Amineh Bicher
Country and area	Lebanon-Palestinian refugee camps and gatherings
Program Title	Vocational Training
Program period (from-to)	Jan. – Dec 2015
Reporting Date (date of report submission)	
Beneficiaries	Palestinian refugee community in Lebanon
Budget	

I. Vocational training program Context:

The displacement of Palestinians from Syria happened at the time of the continual ongoing deprivation of the Palestinian refugee families from their basic rights, among which is the right to work. Thus, this added to the already existing lack of opportunities in the job market in the especially for youth. This is besides the low salaries especially for women, and it is to be considered that some workers were fired from their jobs and replaced with workers from Syria since their salaries are lower.

However, at the program level, the unstable situation at the socio economic level didn't in the job placement rate for VT graduates that reached 60% mainly in the academic courses like the accounting.

There was a high demand on the courses from the Palestinians from Syria who wanted to learn professional skills in order to be enrolled in job market and to secure a decent income for their families. Yet, the program couldn't

exceed the rate in accepting all the applied PRS, just as the planned at the level of the program beneficiaries.

II. Networking and cooperation with other organizations

- Coordination with the Lebanese Organization for Development in \ 8 days training for the Hairdressing beneficiaries on the ways of starting a project: establishment, marketing for it, profits, and advertisement.
- Coordination with the Save the Children in giving the life skills course for 16 of the Hairdressing graduates in Beqaa.
- Continuation of the coordination with the Technical Lebanese Institution, Afaq, Faiha'a, Science and Languages, Saidoun institutions for securing the official certificate for graduates in Accounting and Informatics, General Accounting, and Hairdressing courses.
- Coordination with ANERA in Baddawi and Nahr El Bared in giving 8 days Photoshop training for beneficiaries from 14 to 18 years old.
- Coordination with Al Somoud in giving reproductive health workshops by their psychologist.
- Coordination with the Aid Association in securing fees for the social hardship cases in Borj Shemali and El Buss VTCs, where 6 cases of beneficiaries were covered for their fees in the different courses.
- Coordination with NRC in giving workshop on the civil and social rights, especially the right of ownership and legal counseling upon the need through a lawyer and free from fees, 4 workshops were conducted for the VT beneficiaries in El Buss center.
- Coordination with Women Humanitarian who referred 4 beneficiaries to the secretary course.
- Coordination with the Palestinian Health Fund in Sidon where 3 beneficiaries were covered in their fees for the VT course.
- Coordination with 157 companies and salons to secure job placements for and training, where 35% of the secured jobs were through these visits.

III. Results:

- 316 Palestinian refugees of whom are 86% women are equipped with marketable vocational skills, and 60% secured jobs where 86% of them are females.
- - Palestinian refugee women are empowered to practice their economic rights

IV. Program Plan:

- A total of 288 beneficiaries strengthened their capacities and enhanced their economical and social opportunities through being enrolled to 24 VT courses, with 80% females and 20% males.
- 40% of graduates secured job, with 80% in the their field of specialization.
- A total of 138 field visits had conducted to companies and market to secure job placements and job training.
- 34 career orientation workshops will be conducted.

- Coordination with other local institutions and NGOs offering VT continued.
- Capacity building of trainers was an ongoing process according to the program training plan.

Achieved Indicators:

- 316 participants enhanced their economic and social opportunities through participation in vocational training courses, with 86% females.
- 302 beneficiaries graduated with developed professional skills, with 60% of them who found jobs, 81% females and 85% of the total graduates working in their field of specialization.
- 70% of working graduates are PRL, 15% are PRS and 12% are Lebanese, and 64% of the working graduates are working outside the camps.
- Graduates were enrolled in 24 courses: 17 technical courses with 253 graduates, and 12 administrative courses with 142 graduates.
- As for the graduates' nationalities: 73% were PRL, 17% PRS, 9% Lebanese. Females' participation reached 86%, which is more than the plan (80%).
- 207 of the graduates underwent job training (at 69%);
- 607 participants (521 females and 86 males), including beneficiaries and local community members, attended 51 career orientation workshops that contributed to the improvement of their social situation.
- 24 beneficiaries committees and 26 graduates committees were formed. These committees helped in the implementation of different activities throughout the year, and the graduates committees mainly supported in securing job placement and job training for beneficiaries.
- 157 visits were done to different working place aiming to secure jobs or job training for beneficiaries and graduates, these visits resulted in
- Focus groups were conducted in all branches with the participation of job employers, institutions, graduates, parents, trainers and beneficiaries for discussing the development that was made on the program mainly on the kind of courses to make it more convenient and intersecting with the program's goal of securing job placement for improving the socio economic conditions of graduates on the short term. These focus groups resulted in giving many suggestions for the courses that may be included in the next plan of the program, among which are:
 - in general the courses are meeting the goal, and respond to the market demands, and they need to have upgraded curriculum.
 - the period of the photography course should be expanded into 9 months instead of 6, and to include the After Effect on it, and audio effect on it as well.
 - to work on the practical accounting system in the accounting course.
 - the importance of finishing the courses' period in the job market time, especially the hairdressing and photography, to result in more job opportunities.
 - the importance of starting the job training in the middle of the course not at the end.
 - the program in its content is developed, and beneficiaries should always be updated in all new information that take place at the courses' level.

- more focus should be given to career orientation.
- The program staff participated in different trainings on topics including curriculum design, trauma, leadership, project accountability, media, human rights, market needs analysis, strategic planning and working with students with special needs, etc.
- Beneficiaries participated in different workshops that dealt with issues on: domestic violence, gender discrimination, human rights, adolescence, communication, youth's problems, sexual harassment and psychology health were held;
- 17 beneficiaries were referred to social affairs, 22 from VT to SA program and 6 beneficiaries from other local NGOs were referred to the VT courses.

Planned & Actual courses and number of beneficiaries:

Table 1 - Planned and Actual Courses and beneficiaries Jan – Dec 2015

Region	Planned courses	Actual courses	Planned number of beneficiaries	Actual number of Beneficiaries
Beirut	2	2	24	25
Sidon	6	7	72	102
Tyre	6	6	72	79
Beqa'a	4	4	42	46
Bared	3	2	36	25
Baddaw	3	3	36	39
Total	24	24	282	316

The planned number of the VT courses was 24 with 282 beneficiaries. Actually, the number of courses that were implemented is 24 courses with total number of 316 beneficiaries

The new courses that were suggested to be added to the program were on Social Work, and they were supposed to be done in Ein El Helweh and Sidon centers, but there were no enrollment, thus they were cancelled. Additional two courses on photography and hairdressing were added in the same centers, and due to the beneficiaries' demand.

Unexpected Achievements:

- The funding of the Ein El Helweh center by the ICRC, which is on the time needed since the program has some problems in its funding.
- The increase in the parents attending to the VTC center and being involved in the different activities as well as for asking about their children performance.
- The new lively and needed courses adopted by the program.
- The ongoing of the RESCARE funding for Borj El Barajneh, Borj El Shemali and Buss center where it was postponed until June.

V. Activities:

Target groups

The VT section acquainted a total of 316 beneficiaries with professional skills and enhanced their social and economical opportunities as well, of whom 86% are females. Also, the VT program targeted 607 indirect beneficiaries (86% females) by involving them in career orientation and awareness raising workshops.

The beneficiaries and graduates benefited from their attendance into the VTC in many ways, more than being acquainted with the professional skills. For example, the beneficiaries participated in the first aid training done by the Lebanese Red Cross, attended the interactive theater on sexual harassment and discrimination, benefited from all the services of the VAW Program, participated in the workshops and activities of the Right to Work Campaign, and in the different celebrations like the International Women Day.

Beneficiaries

Of the total number of beneficiaries, 72% are Palestinians, 16% are Pal-Syr, 9% Lebanese and 2% are Syrians. As for the gender, 86% of the beneficiaries are females. Moreover, the majority of the beneficiaries, at 80%, live in the camps and the surrounding gatherings (see table 2).

Table 2 - Scio-economic background of VT beneficiaries. Jan – Dec 2015 (N=316)

Statistics		Total beneficiaries N:316		
		Number	%	
<u>Nationality</u>	Palestinian	227		
	Pal-Syrs.	52	72	
	Lebanese	27	16	
	Syrian	9	9	
		9	2	
<u>Age</u>	15-19	196	62%	
	20-24	65	21%	
	25-34	46	15%	
	35+	9	3%	
	<u>Residence</u>	Camp	193	61%
City			4	1%
		Suburbs	38	12%
		Gathering	61	19%
Sex		Male	44	14%
	Female	272	86%	
<u>Educational Level</u>	Elementary	0	0%	
	Intermediate		239	76%
		Secondary	61	19%
		University	16	5%
<u>Social Status</u>	Single	277	88%	
	Married	34	11%	
	Divorced	5	2%	

<u>Family Size</u>	members		
1-3		23	7%
	4-7	257	81%
members			
	8+	36	11%
members			
<u>Family Monthly Income</u>			
Below min wage		219	69%
	Min Wage	84	27%
	Above min	13	
wage			4%

As for the beneficiaries' educational level, 76% of them have the intermediate level of education, 19% of them have secondary level, and 5% of them have university level of education.

As for the social family status, 88% of the beneficiaries were single, 81% come from families of 4-7 members; while 69% of the families socio-economic status and earn below the minimum wage of living.

Graduates and their Social Background:

The total number of graduates reached 302, and those attended 24 VT courses. Of the graduates, 235 graduated from the technical courses, and 149 graduated from the administrative courses.

Table 3 – VT program: number of Courses and Graduates Jan-Dec 2015 (N = 302)

Region	Center	Courses ended in 2015	
		Courses	Graduates
Beirut	B. Brajneh	2	22
Sidon	Sidon City	2	34
	E. Helweh	5	41
Tyre	Buss	3	35
	B. Shemali	3	61
Beqa'a	Bar Elias	1	10
	Sa'adanyel	3	26
	Bealbeck	0	0
Tripoli	Baddawi	3	36
	N. Bared	2	37
Total		24	302

As for the graduates' social background, the year 2015 showed the following:

Table 4 - Social Background of VT Graduates Jan - Dec 2015

Statistics	Total Graduates N = 302
	Number

		%	
Nationality			
Palestinian		221	
		52	73
PRS		1	17%
Syrian			
Lebanese		28	1%
			9%
Age	15-19	195	65%
	20-24	57	19%
	25-34	31	10%
	35+	19	6%
Residence	Camp	202	67%
	City	10	3%
	Suburbs	39	13%
Gathering		51	17%
Sex	Male	43	14%
	Female	259	86%
Educational Level	Illiterate	0	0%
Elementary		0	0%
Intermediate		196	65%
Secondary		91	30%
University		15	5%
Marital Status	Single	262	87%
Married		35	12%
	Divorced/		
Widow		5	2%
Family Size	1-3		
member		21	7%
	4-7		
member		241	80%
	8+	40	13%
Family monthly income			
	Below min wage	212	70%
	Min wage	75	25%
	Above min wage	15	5%

The majority of graduates from the VT courses were Palestinians and women, at 73% and 86% respectively. Also, 84% of them live in camps and gatherings.

As for the graduates' educational level, 65% of graduates have the intermediate level of education, whereas 30% of them have the secondary level and 5% have the university level of education.

As for the social family status, 87% of the graduates were single, 80% come from families of 4-7 members; while 70% of the families socio-economic status is bad and earn below the minimum wage of living

On the Job-Training:

Of the 384 graduates, 296 (at 77%) graduates underwent the post graduation training. A total of 63 graduates from those were employed in the same job place, and 85% of them were females.

The VT staff explored the local market in order to secure places at companies and small business for the stage (on the job training) for the graduates. Thus 351 visits were conducted to companies, hairdressing salons, studios, and small businesses by the staff to secure job placements for 271 VT graduates and training for 70 graduates.

Table 5- VT students: On the Job Training Jan-Dec 2015

Region	No. of Graduates	Graduates had to undergo on the job training		Job Placement		Graduates working through on the job training		
		Total	%	Total	%	Total	Women	%
Beirut	22	22	100%	22	100%	11	8	73%
Sidon	75	53	73%	35	47%	9	8	89%
Tyre	96	67	70%	53	55%	17	15	88%
Beqa'a	36	36	100%	22	61%	4	4	100%
Bared	37	37	100%	21	66%	19	15	79%
Baddawi	36	36	100%	29	57%	3	3	100%
Total	302	251	83%	182	60%	63	53	84%

Job Placement:

A total of 221 graduates (at 58%) out of 384 graduates obtained jobs. the highest % of job placement were in Tyre with 75%, and the lowest was in Sidon (at 31%). It is to be taken into consideration that the on the job training rate varies from one center to another according to the job market, the number of trained people in the same field of work, and the need of the job employers for trainees.

**Table 6 - VT Job Placement by Course & Region Jan – Dec 2015
(N = 221)**

Course	Region												Total			
	Beirut		Sidon		Tyre		Beqa'a		Bared		Baddawi		G	J	%	
	G	J	G	J	G	J	G	J	G	J	G.	J				
Computer ICDL	11	2	0	0	0	0	0	0	0	0	0	0	0	11	2	18%
Secretary	0		0		19	1	14	7	0		0		33	18	54%	
Hairdressing	10	10	23	4	33	9	22	5	13	3	12	11	113	82	72%	
General Accounting	0	0	0	0	9	0	0	4	12	7	0	9	21	16	76%	
Accounting & Informatics (1)	0	0	21	9	10	3	0	0	0	0	0	0	31	12	39%	
Accounting & Informatics (2)	0	0	22	8	12	5	0	0	0	0	0	0	34	13	38%	
Photography & Montage	12	10	9	4	13	8	0	0	12	3	12	9	58	34	59%	
Total	33	22	79	35	96	35	71	22	38	12	75	29	302	182	60%	
%	67%		44%		63%		31%		55%		39%		60%			

At the geographical level, Tyre marked the highest rate of job placement (53) followed by Sidon (at 35). The lowest rate was noted in Beirut (21) followed by Nahr El Bared (22)

The highest rate of job placement was in hairdressing and in Photography and Montage which reached 72% and 59% respectively, followed General Accounting. The rate of graduates' job placement of Accounting and informatics I and II is 38% and 39% respectively, while in the Computer ICDL 18% and Secretary is 54% as compared to the number of graduates that is 33. (See table 6).

The socio-economical situation for Working Graduates:

The number of Palestinian graduates who obtained job was 165. The majority of them 85% are females. Moreover, 90% of them are living in camps and gatherings. As for the social family status, 93% comes from big and medium size families; while the majority of the families' socio-economic

status is bad where 83% of them earn the minimum and below the minimum monthly income of living.

Females' participation reached 86%, which is more than the plan (80%). 18% of the working women were either divorced or widowed, and are responsible for securing the living of their families. 58% of the graduates had secured job placements. 85% of them are working in the same field of specialization. 65% of working graduates are PRL, 35% of them are working outside the camps.

On the other hand, the number of Lebanese and Palestinian Syrian graduates who obtained jobs is 25 respectively.

Table 7- VT Job Placement Jan.-Dec 2015 work location & Region

Region	Job Placement	Working outside field Of specialization		Working in field of Specialization	
Beirut	22	6	27%	16	73%
Sidon	25	13	52%	22	88%
Tyre	53	5	9%	48	91%
Beqa'a	22	1	5%	21	95%
Bared	21	0	0%	21	100%
Baddawi	29	3	10%	26	90%
Total	182	28	15%	154	85%

85% of the working graduates found jobs in their field of specialization, while 15% found jobs outside their field of specialization. 65% of the graduates' jobs were located outside the camps, which indicate a good progress in expanding the job opportunities outside the camps. Beqa'a recorded the highest rate of graduates working in the field of specialization at 94%, while Beirut recorded the lowest rate at 69%.

- 18% of those who found jobs were married and divorced and are directly responsible for securing the income of their families' living.
- 52 of the graduates decided to continue their higher education.
- 3 of the graduates were working before their enrollment in the VTC.
- At the beginning of the course, 217 of beneficiaries said that they would like to work after graduation, and at the end of course, 292 expressed interest in work, reportedly due to personal project application.
- 124 of the job placement were secured by the graduates themselves.

Career Orientation:

The number of community members attending career orientation workshops (including parents) reached to **51 with 607 participants**. This reflects the wide and close relationship developing with the local community, and shows

how the project strengthens participation and support for women taking steps to in, develop skills and engage with the local job market.

The plan was to conduct 34 career orientation workshops, the 607 participants (521 females and 86 males), including beneficiaries and local community members, attended 65 career orientation workshops that contributed to the improvement of their social situation.

Beneficiaries from all the courses, graduates, parents and members of the local community, besides school students and drops out participated in these Career Orientation workshops.

In advertising for the workshops, different methods were followed such as: distribution of leaflets, and advertisement through the camps local TV channels. Besides meetings were conducted with beneficiaries and graduates who helped in the enrollment of new beneficiaries, and during these meetings the course plan and program were presented.

Also during these workshops many important issues were discussed as: the importance of job, its relation to market's needs and the job's risks, also the workshops focused on the importance of job training and the different ways for work orientations and how much work affects and reforms one's personality at various levels; socially and economically. Also, the importance of education, especially university education, was of the topics that were stressed during the workshops. Another interesting topic discussed during the lectures was the introduction to association's programs.

These various workshops affected positively all the beneficiaries and enhanced their self esteem, besides giving alert or attention to appreciate women's role in society. Moreover, these workshops worked on lighting and paving the way for the beneficiaries to be more conscious and aware in choosing the job or the profession that suits them and their abilities

In general, the most handled topics include: the importance of profession, on the job-training, women's rehabilitation and the problems they may face at work, the characteristics of trainees, and the measures to be taken to avoid dangers that may be faced in any profession.

Field Visits:

The staff maintained relationships through site visits with 157 companies that were formerly involved in the programme. The objective was to build on outreach successes of previous programmes to ensure local businesses support women involved in the project. Through these visits also, Staff secured jobs placements for 70 VT graduates and training for 271 graduates.

Beneficiaries and Graduates Committees:

Table 9 - No. of beneficiaries' committees and graduates' committees:

Center	No. of members of beneficiaries' committee	No. of meetings	No. of members of graduates' committee	No. of meetings
Beirut	0	0	7	1

Saida	17	5	20	13
Tyre	16	10	17	6
Beqa'a	14	7	13	11
Bared	8	8	9	8
Baddawi	12	7	12	5
Total	67	37	71	44

A total of 67 beneficiaries participated in 37 meetings of the beneficiaries' committees. Also, 71 graduates committees were formed and participated in 44 meetings respectively. The beneficiaries and graduates committees actively participated in monitoring the course's enrollment and attendance; conducting home visits, publicizing VT courses and several solidarity activities. They also have an active role in organizing and participating in the awareness raising workshops that focused on issues such as: Domestic Violence, Rights, Discrimination, health topics, and career orientation workshops.

Moreover, the students and graduates organized many indoor and outdoor celebrations and exhibitions on various occasions such as; the graduation parties, as well as making several visits to the working agencies.

Program Referrals

Najdeh's Vocational Training program and Social Affairs program resumed their close follow-up of beneficiaries and their family members, while linking them to Najdeh's other programs. The purpose is to empower hardship families and cases by providing them necessary tools to be self-sufficient. A total of 20 cases of the Social Affairs program were referred to Najdeh's Vocational Training Program, and 6 learners from certain NGOs were referred to the VT to acquire vocational skills and profession.

Table 10 - Program Referrals - Jan. Dec 2015

Region	Referral from VT to SA	Referral from SA to VT	Referral from other NGOs to VT
Beirut	0	10	0
Sidon	0	0	0
Tyre	0	0	6
Beqa'a	0	6	0
Bared	0	0	0
Baddawi	0	10	0
Total	0	20	6

Staff Training

- The VT staff participated in many internal workshops during the year 2015, the most important of which were those on “women can do it “ project on the method of working with women at period of wars.
- Some of the VT staff participated in a workshop on negotiation in best ways with the “Searching for Common Ground project”.
- The staff in Sidon participated in training workshops with NPA on educational problems and integration of children with special needs.
- The trainer \supervisor of Sidon participated in a ToT with Oxfam.
- The Hairdressing trainer in El Bared participated in the interactive theater method.

Challenges:

- The inability to provide the graduates with official certificate.
- The unstable security situation in the country in general, and in some camps in specific, which affect negatively the implementation of the planned activities.
- The lack of equipment for photography courses in some VTCs.
- The approach of Pal. Syr. Individual to be enrolled in the VTCs.
- The deterioration in the economic conditions, which negatively affected the payment of the courses’ fees by the beneficiaries.
- The leave of some qualified trainers for different reasons (immigration, marriage).

Opportunities:

- Coordination and networking with local and international associations that are interested in training and hiring graduates and this is reflected in the referral of beneficiaries from and to other organizations.
- The strong and ongoing relationship with parents through visits and through involving them in different meetings and workshops.
- The presence of a psychologist who help in supporting the beneficiaries and the local community as well.
- Working on personal income generating projects that can secure some income for graduates at the center’s level.
- The trust of the local community organizations and people in the association’s work and its importance for the development of the community in general.
- The capacity building plan for staff, which is upgraded based on the development of the program courses and curriculum.
- The good relationship with job employers, as shown in the increasing number of job market visits and meetings.

Lessons learned

1. The importance of conducting career orientations, social and psychological workshops for beneficiaries and graduates.
2. Coordination with job market and employers, and local NGOs which helps in the development and upgrading of the program as well as helps in avoiding of courses duplication.

3. Coordination with other local NGOs in referral process.
4. The importance of parent meetings and their regular visits to the center for strengthening the direct relationship with them as well as for solving any problem that may face their children.
5. The importance of documentation at the program and centers level