

SERVICE SPECIFICATIONS 2011/2012

CATEGORY OF SERVICE: SUBSTANCE ABUSE

SERVICE DESCRIPTION: TRAINING PROGRAMME ON THE PREVENTION OF SUBSTANCE ABUSE

DISTRICT:

AREA

Name of Town(s)	Conduct 5 training workshops of 3 days each for(indicate number of trainees) member NPOs per workshop on the prevention substance abuse (One workshop in each district).
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AIM

Aim (focus) of the Service / Project	To assist the Department of Social Development to provide a Training Programme on the prevention of substance abuse and its effects on individuals, families and communities.
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SERVICES REQUIRED

Target Group (s)	<ul style="list-style-type: none">▪ Community-Based Organizations (CBOs)▪ Non-Governmental Organizations (NGOs)
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OBJECTIVES AND OUTPUTS REQUIRED

<p>Objective (1) To provide a training programme on the prevention of substance abuse and its effects on individuals, families communities.</p>	<p>Output(s)</p> <p>The aim must be linked to the following:</p> <ul style="list-style-type: none">▪ The changing of values, perceptions, expectations and beliefs that are associated substance abuse.▪ The development of social skills of people to increase their capacity to make informed and healthy choices about substance use and abuse.▪ The promoting of an environment where people can develop and enjoy a healthy Lifestyle. <p>The content of training:</p> <ol style="list-style-type: none">1. Exploration of values, perceptions, expectations and believes with regard to alcohol and drug use, abuse and substance-related problems.2. The training should be based on the Ke Moja "I am Fine Without Drugs" Programme: Life skills topics: - Goal setting - Decision making - Communication - Peer pressure - Stress management - sexuality and HIV/AIDS Developmental topics: - Meeting procedures - Life Cycle - Self image
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	<ul style="list-style-type: none"> - Assertiveness - Drugs and effects - Myths and realities - Group dynamics <p>Parents and care givers:</p> <ul style="list-style-type: none"> - Volunteerism - Stages of development - Parental skills, physical, emotional and spiritual - Early warning signs of substance abuse <ol style="list-style-type: none"> 3. Awareness programme on substance use, disorders and related health and social problems. 4. Health promotional activities to increase the target groups' capacity to make informed and healthy choices. 5. Sexual risk behavior programme to reduce the risk of contracting or transmitting HIV/AIDS. 6. Establishment and maintenance of Ke Moja "I am Fine Without Drugs Clubs" (or maintenance of I'm Addicted to Life Clubs) with its focus on the <i>prevention of substance use and abuse</i> in primary and secondary schools and amongst youth out of school. 7. Lay counselling – provisioning of basic information about drugs and their effects and later referral to appropriate service providers. 8. Recruitment, selection and training of volunteers who would implement the programme.
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	<p>Expectations of training:</p> <ol style="list-style-type: none"> 1. Training material including manuals and relevant hand-outs. 2. Conduct 5 training workshops of 3 days each for(indicate the number of trainees) members of NPOs per workshop (One workshop per district). 3. Outline of the training programme / course with a clear indication on the expectations of the course including the objectives, methodology, time-frames etc. 4. The training should be conducted in English. 5. Certificate of attendance.

FUNDABLE ACTIVITIES / ITEMS

Non-Fundable Activities / Items	Fundable Activities/Items
<ul style="list-style-type: none"> - T-Shirts and caps - Pins/badges <p>(<u>Note:</u> Fundraising could be done to obtain “non-fundable” items)</p>	1. Personnel Expenditure
	2. Training
	3. Transport expenditure

	4. Venue/Administration Expenditure.
	5. Special Services

ENQUIRIES

DISTRICT OFFICE OFFICIAL
Official:
Tel Nr:

NOTE: Additional information on this specific service and requirements could be obtained from the relevant legislation, departmental policies, position papers and circulars.

SUBMIT TO:

DISTRICT OFFICES:
Office:
Physical Address:
Official:
Office Nr:

APPROVED:

DISTRICT MANAGER:

DATE: