



## **2020 ANNUAL REPORT**



**‘HELPING OTHERS TO HELP THEMSELVES’**

Mr. Joseph K. Duwor  
Chairman of the Board, LOIC

Mrs. Marie S. Kolenky  
National Executive Director

## **I. OUR PROFILE AND INSTITUTIONAL CAPABILITIES**

Liberia Opportunities Industrialization Center, Inc. (LOIC) is a non-profit community-based manpower training program organized locally to provide skill training and job placement for the unemployed, underemployed and unskilled individuals in society. The commitment of LOIC to teach people how to fish, rather than give them a fish, has long been the hallmarks of the organization since its inception in September 1977 with over 70,000 beneficiaries. While most graduates are self-employed, others hold key middle and senior level positions in government, business and industry. The primary objective of LOIC is to help individuals to help themselves. LOIC strives to make individuals functional in society through the ability to earn a living, using a skill. Currently, LOIC provides marketable skills in the following eight (8) optimized trade areas: Carpentry, Masonry, Plumbing, Air conditioning/refrigeration, Auto mechanics, Agriculture, Home economics and Computer literacy. Currently LOIC operates three (3) training facilities which include Monrovia, Gbarnga, Buchanan and a vulnerable girls pilot project in Sinje, Grand Cape Mount County.

- MISSION

Creating an environment where skills are provided for individuals to reach their full potentials.

- VISION

To reduce unemployment and underemployment in the Liberian society.

- CORE VALUES

-Team work – the ability to consider different points of view and work effectively with others to achieve a shared vision.

-Commitment to excellence

-Accountability

### PROGRAM SERVICES

- Training of entry level skills that are useful in the community.
- Career counselling
- Psychosocial/trauma counselling
- Small enterprise development training
- Feeder (pre vocational) life skills/motivational and attitudinal development training
- Sequential projects
- Appropriate technology
- Twelve (12) months of vocational training
- Four (4) months internship at a reputable institution
- Wage employment/job creation services

- Follow-up services

## II. OUR MESSAGE



### **Message from the Chairman of the Board and National Executive Director**

**T**he past year has been one of ups and downs for the Liberia OIC, its stakeholders and partners. The challenges posed by COVID-19 have been enormous; most of our planned activities and targets were adversely affected. Nonetheless, in spite of these circumstances, there have been some modest accomplishments in pursuit of our mission, and program goal owing to the dynamic spirits of our staff, stakeholders and partners, Indeed, we are highly grateful to Bread for the World and other partners for their unwavering support and commitment during the period under review.

**A**s we enter 2021, it is our fervent hope that the effects of COVI-19 will be minimized in Liberia and the world over, as we move on with our shared vision and restore the lost time to meet our desired targets, God's willing. Accordingly, in the spirit of 2021, with renewed focus, we have chosen to package this Annual Report in a nutshell that effectively communicates the highlights of 2020. We trust that you will appreciate our efforts as we present this report.

**M**ay God prosper the work of our hands.

### III. PROGRAM YEAR IN RETROSPECTION

As we present this annual report, we are grateful to Almighty God, our partners and stakeholders for their unwavering support during fiscal year 2020 and pray that the new year reflects a bright horizon upon our institution to surpass the achievements for the past year. Please find the major highlights for FY 2020 :

- **Vocational:**

- During this reporting period a total of 1,219 individuals enrolled into the program, consisting of 30% females at the three operating LOIC training facilities in Monrovia, Gbarnga and Buchanan respectively. Following the intake orientation activities, the trainees were transferred to vocational training in their respective trade areas. The vocational training consists of 80% practical training in the workshops and 20% theoretical lessons and assignments. Field trips and class projects also constituted the training. Based on LOIC policy, all trainees underwent life skills training, small enterprise development training and job creations skills in addition to work of work, application writing and job interview techniques for job readiness/employability. The trade areas included 1) general construction – masonry/carpentry, 2)masonry, 3)electricity, 4)cosmetology, 5)fashions design, 6)air conditioning/refrigeration, 7)auto mechanics, 8)agriculture; other courses included welding, home arts and computer which are taught at the Buchanan Satellite. The institution continues to provide trainees with the best possible preparations for their chosen occupational fields as required by the job market.

Also, the offering of agriculture provides the unique opportunity for program beneficiaries in Gbarnga and Buchanan to make backyard gardens for vegetable production to feed their families. It also compliments the efforts of the Liberian Government towards food sustainability and boost crop production in local communities.

- We are pleased to report that during the period of January 1, 2020 to December 31, 2020, a total of 1, 170 individuals completed the prescribed vocational disciplines 50% of whom completed job training at various public and private work places in the community. The total number includes those who enrolled prior to the fiscal year but were in training and completed during the year. Based on our field statistics a total of 311 individuals were permanently placed either in the public and private sector. This placements include all training centers. Based on LOIC policy, regular follow-up visitations will be made to check on the performance of those employed and provide any information that may be required for regular assessment. A data bank is being compiled.
- During this period, vigorous efforts were made by the various programs to assist former graduates who are not productively engaged to create their own jobs or seek employment. However, it has been observed tht several of these graduates are working and earning good incomes but have not informed the instution to be included in the data bank for reference purposes.

- Conducted a job development forum at the LOIC Headquarters under the auspices of the Job Development Committee to explore avenues to boost the efforts of job development in order to meet up with donors targets. The participants constituted program staff and stakeholders. Subsequently, a listing of various entities were developed and formal communications sent out to various entities so as to market LOIC and seek possible partnership for the placement of trainees . Accordingly, Several institutions have responded favourably including the General Services Agency, a reputable government institution.

- **Facilities:**

Upgrading of the facilities during the period under review were conducted. Several classrooms and offices were refurbished to provide a conducive learning environment. The auditorium floor of the Monrovia Program was tiled completely and the yard given a facelift. Also the Auto mechanics was fenced with steel gate. The work was done by the trainees under the supervision of their instructors. Also, some classes and workshops at the Gbarnga Satellite were renovated and re-equipped as with the Monrovia Program.

- **Training staff**

- The development of staff continues to be a key target of the Management Control Team. During this period, several workshops and in-service training activities were conducted. These include regular training activities conducted at the Agricultural and Industrial Training Bureau (AITB) which regularly training for TVET Instructors. Also training was conducted for Monrovia and Gbarnga staff by Mercy Corps, for job preparation skills for the trainees regarding the world of work, application writing, resume, job interview, deportment and personal hygiene. A hand book was provided to LOIC staff for use. Also, the outstations participated in several TVET workshops conducted by their county at CARI and at the region center in Ganta. Some of the teaching staff attended in their areas.

- **Curriculum review**

The LOIC curriculum was reviewed and revised in accordance with current realities. Several workshops were conducted with all instructors and some key stakeholder to look at the curriculum make necessary changes in reference to modern technology advancement. Accordingly all various inputs were made, debated and approved. The curriculum is not generally accepted and is being used. New equipment for the various trade areas were procured and in use. The Electricity Department included solar panel installation, meter installation, repairs, ect. Have been added. It is interesting that other reputable TVET centers are using LOIC Electricity Shop as a demonstration site for their students.

- **Counseling**

During this reporting period, regular individual and group counselling activities were conducted in accordance with a schedule drawn up by the department. Based on its expertise, the Counseling Department successfully treated at least thirty (30) individuals with deviant behaviors at the various centers. They have now successfully completed their studies and are productively engaged in the community. The Counselors also conducted community sensitization activities to create awareness for LOIC and help individuals that are traumatized. Additionally, a management committee was constituted which work with the counsellors to discuss the counsellors roles and responsibilities. Various topics on life skills, motivational training and attitudinal development were discussed and subsequently implemented during this period. Linkages have been made with YMCA for the inclusion of therapeutic activities for the trainees. In Consultation with the Management Control Team, a trainee handbook was developed and in use. Also, as a result of the COVID 19 break and reopening, a consensus was reached with the various centers to agree on a fix time table for the beginning and closing of each cycle. This is now in force as all LOIC Centers have the same fixed dates.

- **Management Control Team**

The Management Control Team conducted its regular program review monitoring visits to the various centers in Gbarnga, Buchanan and Monrovia respectively and deliberated on the successes and constraints, with active participation of managers, vocational instructors, counsellors, job developers, SED Instructors. All reports submitted by the various centers were reproduced, distributed and critically reviewed, discussed and the challenges addressed. Additionally, several planning and capacity building workshops were conducted to revise the operational plans as the results of the covid 19 pandemic.

- **Board of Directors**

The LOIC Board of Directors is the policy making arm of the entity; without the Board, it would be impossible to have an effective program. The Board of Directors provides a vehicle through which diverse leadership from the private sector becomes actively involved in the transformation of vulnerable individuals in the community. One of the Board's primary functions is to make policies for the governance of the institution. During this reporting period, the Board met informally to deliberate on program issues as pertaining to covid 19 and the way forward. The Board is comprised of a total of eight (8) individuals including its Chairman, Mr. Joseph K. Duwor of the Agricultural and Industrial Training Bureau. Other Board members include 2) Cllr. Robert G.K. Freeman, Liberia National Bar Association & Vice Chairman of the Board (Lawyer) 3) Mrs. Marie S. Kolenky, LOIC National Executive Director (Administrator/social worker) 4) Rev. .Canon A-Too Williams, Liberia Council of Churches & Chaplain (Clergyman) 5) Hon. Yonton B. Kesselly, Ministry of Education (Lawyer)

- 6) Hon. Pius W. Sie, Liberia Water and Sewer Corporation (Administrator)
- 7) Cllr. Charles Karmoh, Stubblefield & Associates (Lawyer)

- **Method of assessment**

During the year under review, a variety of methods were utilized to assess the project short-term results (outcome and impact) which include activities reports, site visitations, interviews, questionnaires, disposition conferences records, stakeholders/community residents feedback and internship follow-up records. Additionally, the LOIC Management Control Team conducted its quarterly program review during the reporting period at the various training centers to critically review and discussed the narrative reports submitted during each period as pertaining to the successes and challenges in order to find a workable solutions. The various aspects of the reports - vocational, psychosocial counseling/life skills, agriculture, internship and permanent placements were lengthily discussed. The outcome of these exercises are reflected in this annual report. Additionally some of the positive impacts observed during the year included these two:

Program impact (infrastructural development): Trainees were utilized in the upgrading/refurbishing of the trade shops. They were also involved in construction activities in their communities to earn pocket money while in training and after graduation. This serves as a source of pride and respect in their communities where others were keenly observing them in admiration and urging their peers who are not in training to follow suit.

Program impact (Single teenage mothers enrolment): the program has enrolled several teenage mothers, some of whom have young babies. There is a need to provide some assistance such as day-care services while the mothers are in school. In light of this development, an appeal is being made for some financial assistance in this direction to set up a mini day-care service at the satellites or rural program to enable young teenage mothers to pursue their studies.

- **Lesson learned**

During the period under review, the devastating trend of COVID-19 created adverse social impacts which posed serious threats to the citizenry and foreign nationals as precautionary measures were taken by shutting down the facilities in compliance with government's regulations on the health situation. The resumption of schools was based on the mandate of the Ministry of Education with some health protocols to observed. These included taking of body temperature, social distancing, frequent hands washing, wearing of face masks among others. It is hope that adequate normalcy will return for a conducive learning environment.

- **Seconded personnel**

We are please to report that a seconded personnel, Ms. Ulrike Mann, arrived in Liberia on a three-year assignment at LOIC as public relations personnel who has began work to set up the office. Since her arrival, she has presented her

workplan to management, mobilized a public relations committee to work along with her and has set up a website for LOIC (still under development). Please review and leave a comment at [www.tvetloic.org](http://www.tvetloic.org)

- **Partnership and collaboration**

During the period under review, LOIC had started partnering with Institute European de Cooperation et Development (IECD) After having completed discussions as an implementing arm to implement a joint project with other youth development institutions in vocational skills training. IECD came to Liberia as a result of an appeal made by the President of Liberia to the French Government for support for T-VET, and with some connections, we were recommended to them. LOIC also partnered with Mercy Corps in the training of Gbarnga and Monrovia staff in the preparation of trainees for job placement (application, resume, interview, personal hygiene/deportment, etc) and provided a manual to be used. We are very grateful to that institution. We are also grateful to the Ministry of Gender for a pilot project in Women empowerment at our center in Sinje, Grand Cape Mount County.

- **Neorology**

During the period under review, we are sadden that a number of our staff and former employees bowed to the call of death. Prominent among these was Mr. Jerry Gotojuwee, a vetran Plumbing Instructor who served LOIC for over 25 years. We mourned the death of these individuals who contributed to the growth and success of LOIC. May the souls find enternal rest in the boson of our heavenly father, the Lord Almighty.

- **Concluding comments**

As we conclude this annual report for FY 2020, we are very grateful to all our stakeholders and partners for their cooperation and support during the year and we look forward to their continued support to the LOIC program in the years ahead. God's willing, we will not fail you as together, we serve the Liberian people. God bless!