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## Integrated Migration Local Development Project

### Terms of Reference

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Job title:	National Consultant to support the mapping, creation and consolidation of Territorial Hometown Associations
Duty Station:	Chisinau Moldova
Section/Unit:	Integrated Migration Local Development Programme
Type of Contract:	Individual Contract
Starting Date:	30 October 2015
Duration of Assignment:	4 months, estimated workload 35 working days

### Job Content

#### I. BACKGROUND

The Government of Moldova explicitly acknowledges its commitment to link migration and development at the local level. Institutions at all government levels are becoming increasingly aware that migration is one of development factors; this is especially true for emigres and their potential support to the home communities to local essential service improvement (water, sanitation, education, health and social services), skill and knowledge transfer and income generating opportunities.

Given the stringent need to further advance with the implementation of the Decentralization Strategy and embedding migration aspects into development processes, the State Chancellery together with United Nations Development Programme have designed a new Programme phase of the Integrated Migration and Local Development Programme. The project is designed to support Central Public Authorities (CPAs) and LPAs to develop and implement strategic policies, methodologies and procedures related to temporary, permanent and circular migration and link them to local development processes, which will enable further design and implementation of joint service improvement and income-generating initiatives, ensuring equal access for women, children, young people the elderly, the disabled, and other population groups in selected localities. Thus, as seen above, integrating migration into local development requires a systematic, tangible and programmatic approach. The current project is proposed on the basis of the results achieved during the implementation of 3 phases of JILD (2007-2015).

The Overall Objective of the Programme is *Communities affected by migration benefit from improved essential local services, namely water and sanitation, health, social and education services, and have access to income-generating opportunities, including improved employment reintegration support for returnees.*

Considering the specific local development context, current situation and needs, the project sets two primary outcomes:

Outcome 1: The Ministry of Labour, Social Protection and Family and the National Employment Agency have mandates, capacities and resources to provide qualitative employment reintegration services to all returnees.

Outcome 2: Local public authorities have the capacities and resources to engage with community members, including migrants, and to promote know-how transfer from abroad with a view to improving local essential services and offering opportunities for income-generating activities.

The intervention supports the implementation of national development priorities, while responding to challenges of European Union driven reform. It is built on the priorities of the Government Programme 2015-2018, the National Development Strategy Moldova 2020, the National Decentralization Strategy 2012-2015, the Strategy on Migration and Asylum, the United Partnership Framework (for 2013-2017), and Swiss Cooperation Strategy Republic of Moldova 2014-2017. In order to ensure an impact maximization and tangible results, the project intervention envisages strong synergies with BRD/IOM and NEXUS, as part of the programmatic intervention funded by Swiss Cooperation Office in Moldova (SDC).

## II. SCOPE OF WORK

The overall objective of the assignment of the National Consultant (hereinafter Consultant) is to provide methodological support and guidance to the project team for supporting the establishment (building on the capacity of existent) of up to 15 Territorial HTAs and develop their capacities in participating in the design, co-financing and implementation of local development initiatives from their home communities.

The Consultant will contribute to the successful achievement of the *Outcome2 (Output 2.2) Migrants, together with local public authorities have the capacities, models and skills to create and manage innovative support mechanisms and Home Towns Associations at district/town/community levels for knowledge and skills transfer, local services improvement and income-generating activities*.

Under this Output, the project will support target LPAs to identify and map migrants, support the creation of up to 15 Hometown Associations (HTAs) and set the next steps and guidelines for LPAs and migrants for the consolidation of existent and establishment of new HTAs, looking to set the framework of cooperation between migrants and LPAs, which will lead to the implementation of successful local joint initiatives and a sustainable local economic development.

## III. TASKS AND ESTIMATED WORKLOAD

The assignment will require the completion of the following tasks:

Tasks and Activities	Estimated workload (days)
<p><b>Activity 1. Map the national and international experience of engaging migrants in joint local development initiatives</b></p> <p>1.1. Support the International Consultant in identifying and mapping Moldovan migrants (collect and provide relevant data), including existing HTAs and assessing their potential, level of their engagement in joint local development initiatives, and obstacles faced.</p> <p>1.2. Develop a list of potential stakeholders/institutions/persons to be met by the International Consultant during his/her first working visit to Moldova;</p> <p>1.3. Set up and participate in all the meetings of the International Consultant with the national stakeholders.</p> <p>1.4. Support the International Consultant in Mapping the positive international practices of establishing HTAs and their engagement in joint local development initiatives, with the participation of local public authorities, local CSOs and other community members, and add examples in case-study formats in the Mapping Study;</p> <p>1.5. Support the International Expert in developing the Agenda and Concept of the Study Visit to a Country with advanced experience of HTAs engagement in local development projects, including advise on the list of potential participants (LPAs, SCOs, migrants) of this Visit</p> <p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>– First Visit of the International Consultant successfully held</li> <li>– Mapping of Moldovan HTAs and migrants engaged in local development initiatives</li> <li>– Case studies of international best practices in this field</li> </ul>	18

– <i>Agenda and Concept of the Study Visit</i>	
<p><b>Activity 2. Define the next steps and guidelines for LPAs and migrants for the consolidation of existent HTAs and establishment of new HTAs</b></p> <p>2.1. Support the International Consultant in developing a Road Map for LPAs, for the consolidation of existent HTAs and establishment of new HTAs, also describing the normative and institutional framework of cooperation, including examples of cooperation schemes and joint projects, based on the assessed international experience, which could be applicable to Moldova.</p> <p>2.2. Support the International Consultant in developing a Guide for migrants, for the consolidation of existent HTAs and establishment of new HTAs, with concrete positive examples and schemes of cooperation with LPAs</p> <p>2.3. Provide logistical support for the missions of the International consultant.</p> <p><b>Deliverables:</b></p> <ul style="list-style-type: none"> <li>– Road Map for LPAs on establishment and consolidation of HTAs; cooperation with migrants and implementation of joint projects/initiatives</li> <li>– Guide for migrants on the establishment and consolidation of HTAs; cooperation with LPAs and implementation of joint projects/initiatives</li> </ul>	17
<b>Total up to</b>	<b>35</b>

#### IV. DELIVERABLES AND TIMEFRAME:

The assignment should be carried out within a period of 4 months, not exceeding 35 working days.

Deliverables	Timeframe
1. First Visit of the International Consultant successfully held	November 2015
2. Mapping of Moldovan HTAs and migrants engaged in local development initiatives	November 2015
3. Case studies of international best practices in this field	November 2015
4. Agenda and Concept of the Study Visit	November 2015
5. Road Map for LPAs on the consolidation of existent HTAs and establishment of new HTAs	December 2015
6. Guide for migrants on the establishment and consolidation of HTAs; cooperation with LPAs and implementation of joint projects/initiatives	January 2016
7. Final Report	February 2016

All deliverables shall be endorsed by the IMLDP/UNDP Project Manager.

#### V. QUALIFICATIONS AND SKILLS REQUIRED

##### I. Qualifications:

- University Degree in social sciences, public administration, law or related areas.

##### II. Experience:

- At least 5 years of professional working experience in the areas of migration and development, including concrete experience in implementing migration and development initiatives and in working with local public authorities, Diaspora or Home Towns Associations;
- Proven experience of work in public administration, employment agencies, other relevant fields;

- Proven experience in developing and delivering training programs for CPAs, LPAs, NGOs, etc.;
- Previous experience in development assistance or related work for a donor organization, consulting company, or NGO.

### III. Competencies:

- Demonstrated capacity of team-orientation work, excellent planning and organizational skills;
- Strong, research, communications and writing skills;
- Fluency in Romanian and Russian, English will be considered an advantage;
- Sensitivity and respect for human rights and gender equality;
- Ability to achieve results and deadlines in a timely manner, maintaining a high standard throughout
- Proven commitment to the core values of the United Nations, in particular, respecting differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The United Nations Development Programme in Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.