



## **TERMS OF REFERENCE**

<b>Job Title:</b>	Anti-Discrimination Advocacy and Strengthening NHRIs Consultant
<b>Hiring Unit</b>	UN Human Rights Office (Office of the UN High Commissioner for Human Rights) via UNDP Moldova
<b>Contract type:</b>	Individual Contract
<b>Duration of assignment:</b>	April – November 2017 (up to 110 working days)

### **Background**

The Office of the United Nations High Commissioner for Human Rights (OHCHR) represents the world's commitment to universal ideals of human dignity. It has a unique mandate from the international community to promote and protect all human rights.

OHCHR in Moldova, led by the National Human Rights Coordinator, supports and advises the UN RC Office, United Nations Country Team (UNCT) in Moldova, Government, National Human Rights Institutions (NHRIs), civil society and community groups in strengthening human rights and human rights based approach to development. The National Human Rights Coordinator is assisted in the accomplishment of this mandate by a team of staff and consultants.

According to the Country Note for the Republic of Moldova 2014-2017, the thematic priorities for interventions include: (1) countering discrimination, in particular racial discrimination, discrimination on the grounds of disability, religion, sexual orientation and other criteria; (2) combating impunity and strengthening accountability and the rule of law; (3) strengthening the effectiveness of international human rights mechanisms and the progressive development of international human rights law and standards.

### **Scope of Work, Duties and Responsibilities**

The Anti-Discrimination and NHRIs consultant under these Terms of Reference works under the guidance and supervision of the National Human

Rights Coordinator, and in closest collaboration with the National Human Rights Officer and other members of OHCHR team in Moldova. The national consultant works in close collaboration with project partners, beneficiaries and stakeholders for the effective achievement of results, anticipating and resolving complex program-related issues and ensuring information delivery.

Under the present Terms of References, the national consultant will:

Task 1: Assist in advocating for and advancing legislative amendments aiming at strengthening the national anti-discrimination standards and policies (including, but not limited to the Law on Ensuring Equality and hate crime legislation), as well as at institutional strengthening of the two NHRIs – Ombudsperson's Office and Equality Council;

Task 2: Assist the office in supporting strategic planning and capacity building of two NHRIs – Ombudsperson's Office and Equality Council – including through:

2.1) Facilitating development/amendment of the Ombudsperson's Office institutional Strategic Development Plan, including by engaging topic-specific consultants;

2.2) Facilitating alternative submissions by NHRIs towards UN treaty bodies;

2.3) Supporting presentations and public discussions of the Annual Report(s) of the NHRI(s) across the country;

2.4) Supporting outreach of the NHRI(s) to civil society and vulnerable groups across the country, including through production of info-materials;

2.5) Supporting preparation and submission of application towards A-status (as per Paris Principles) for the Ombudsperson's Office.

Task 3: Assist the office in development and delivery of training modules/sessions in collaboration with the National Institute of Justice, particularly on discrimination and equality;

Task 4: Assist the office in promoting the gathering of disaggregated official data and statistics by criteria protected by the anti-discrimination standards, mainly through advocacy meetings and methodological guidance to the National Bureau of Statistics, Ministry of Labor, Social Protection and Family, State Chancellery, civil society organizations and other relevant actors;

Task 5: Assist in development of the new comprehensive program on anti-discrimination and NHRIs and in securing its funding, including a component on the new Equality & Discrimination / Human Rights Perceptions Study(ies).

Specific deliverables, expected workload and indicative timeframe for the above tasks are presented below:

	<b>DELIVERABLE</b>	<b>DUE DATE</b>	<b>WORKLOAD</b>	<b>INSTALLMENT</b>
1.	Legislative amendments submitted to and voted in the Parliament		20 days	
	<i>Hate crime amendments</i>	<i>June 2017</i>	<i>5 days</i>	<i>I</i>
	<i>Other relevant amendments</i>	<i>August 2017</i>	<i>15 days</i>	<i>III</i>
2.	Capacities of the NHRIs strengthened		46 days	
	<i>2.1) Final draft of the Ombudsperson's Office institutional Strategic Development Plan</i>	<i>July 2017</i>	<i>20 days</i>	<i>II</i>
	<i>2.2) Alternative submission(s) towards ICESCR</i>	<i>August 2017</i>	<i>3 days</i>	<i>III</i>
	<i>2.3) Alternative submission(s) towards CAT</i>	<i>October 2017</i>	<i>3 days</i>	<i>IV</i>
	<i>2.4) Presentations and public discussions of the Annual Report(s) of the NHRI(s)</i>	<i>May 2017</i>	<i>10 days</i>	<i>I</i>
	<i>2.5) Submitted A-status application</i>	<i>November 2017</i>	<i>10 days</i>	<i>IV</i>
3.	Modules/sessions on anti-discrimination for NIJ delivered		8 days	
	<i>First round</i>	<i>May 2017</i>	<i>4 days</i>	<i>I</i>
	<i>Second round</i>	<i>November 2017</i>	<i>4 days</i>	<i>IV</i>
4.	Report on the current and proposed best practices on disaggregation of official data collection and statistics submitted	October 2017	5 days	IV
5.	New comprehensive program on anti-discrimination and NHRIs developed	July 2017	15 days	II
6.	At least two funds-raising applications for a new program submitted	September 2017	15 days	III
7.	Final assignment report submitted	November 2017	1 day	IV
	<b>TOTAL</b>		<b>110 days</b>	
<i>I-st installment: 19 days – 17,2% of the entire contract amount</i> <i>II-nd installment: 35 days – 31,8% of the entire contract amount</i> <i>III-rd installment: 33 days – 30% of the entire contract amount</i> <i>IV-th installment: 23 days – 21% of the entire contract amount</i>				

A final report on implementation of the above listed tasks shall be submitted by the last day of the current assignment based on the submitted progress reports and a time-sheet.

## **Competencies**

- Proves commitment to the core values of the United Nations in particular, respect for differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, sexual orientation, or other status;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Accepts responsibility and accountability for the quality of the outcome of her/his decisions.

## **Job Knowledge/ In-depth knowledge of the subject-matter**

- Detailed knowledge of the international law ban on discrimination;
- Strong knowledge of and exposure to a range of human rights issues;
- Awareness of OHCHR institutional mandate, in the broader setting of the United Nations;
- Good analytical and research skills, including ability to evaluate and integrate information from a variety of sources and assess impact on the human rights issues;
- Strong drafting ability, in particular of legal documents;
- Understanding of human rights and discrimination documentation methodologies;
- Knowledge of alternative learning and training skills.

## **Development and Operational Effectiveness**

- Excellent communications and teamwork skills;
- Strong organizational skills;
- Strong drafting abilities;
- Ability and willingness to deploy to the field, sometimes on short notice, for various types of missions;
- Ability to engage with various partners and stakeholders at different levels;
- Proven performance in organizing and coordinating major initiatives, events or challenging inter-organizational activities;
- Adapts flexibly to changing situations, overcomes obstacles and recovers quickly from set-backs;
- Continues to seek new and improved methods and systems for accomplishing the work of the unit;

Keeps abreast of new developments in area of professional discipline and job knowledge and seeks to develop himself/herself professionally.

### **Required Skills and Experience**

#### **Education:**

- University degree in law, human rights or other relevant discipline (Master's degree – a strong advantage);

#### **Experience:**

- At least five years of professional experience at the national and/or international level in human rights, especially anti-discrimination work;
- At least two years of professional experience in law and policy advocacy;
- At least two year of professional experience in institutional capacity development work;
- Experience of working with minorities, marginalized or stigmatized groups, as well as with civil society organizations, is a strong asset.

#### **Language Requirements:**

- Fluency in oral and written Romanian, Russian, and English.
- Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gagauz, Romani, Ukrainian or sign language is an asset.

Diversity Clause: Applicants from under-represented groups (persons with disabilities, Roma and other ethnic, linguistic or religious minorities, persons living with HIV, refugees and other noncitizens) will have an advantage during the selection process.

### **Documents to be included in the proposal**

Interested persons should submit the following documents:

#### **1. Proposal:**

- (i) Explaining why they are the most suitable for the work;
- (ii) Provide a brief methodology on how they will approach and conduct the work structured by each deliverable as stated above;

#### **2. Financial proposal (fee per day and lump sum);**

#### **3. Personal CV including past experience in similar projects and the contact details of at least 3 reference persons.**

*The United Nations Organization is committed to diversity and inclusion. Women, persons from vulnerable groups, such as persons with disabilities, Roma and other ethnic, linguistic or religious minorities, persons living with HIV, refugees and other noncitizens legally entitled to work in the Republic of Moldova, as well as persons from other underrepresented groups are particularly encouraged to apply.*