

## **TERMS of REFERENCE**

<b>Job Title:</b>	Human Rights Mobilization Consultant(s)
<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(s)
<b>Duration of assignment:</b>	July – December 2017 (up to 61 work days): <i>Lot 1 – 25 days, Sub-Lot 2.1 – 12 days, Sub-Lot 2.2 – 12 days, Sub-Lot 2.3 – 12 days</i>

### **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 Empowerment, Mobilization and Local Development Consultant(s) under these Terms of Reference work(s) under the guidance and supervision

of the National Human Rights Coordinator, and in closest collaboration with other members of OHCHR team. 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(s) will:

**LOT 1 – Consolidation of civil society and community groups around human rights priorities built on international human rights standards:**

Task 1.1: Facilitate OHCHR's interaction with the Moldovan civil society and community-based organizations (CBOs), including through structured and strategic activities and actions, such as quarterly coordination and consultation meetings with the human rights civil society, and human rights mainstreaming workshops for the non-human-rights civil society and CBOs;

Task 1.2: Coordinate OHCHR interns for and substantially contribute to development of the list of active NGOs and CBOs working in human rights related fields with potential for human rights mobilization;

Task 1.3: Facilitate building of a National Human Rights Coalition of CSOs (civil society organizations) and CBOs (community-based organizations) to:

- a) Independently monitor over and report on human rights situation in Moldova, including to UN human rights treaty bodies and special procedures;
- b) Meaningfully and effectively participate in development and advancement of national human rights policies and legislation.

**LOT 2 – Mobilize and prepare for human rights action the following professional groups:**

- a) Sub-LOT (Task) 2.1 – University professors, most notably law professors;
- b) Sub-LOT (Task) 2.2 – school teachers;
- c) Sub-LOT (Task) 2.3 – healthcare staff, most notably medical doctors.

Human rights actions include:

- Mainstreaming human rights into the professional work;
- Monitoring over situation in the professional field from human rights point of view, including reporting to UN human rights treaty bodies and special procedures;
- Participation in development and implementation of sectorial policies and legislation from human rights point of view.

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

**LOT 1 – 25 work days:**

	<b>DELIVERABLES</b>	<b>DUE DATE</b>	<b>WORKLOAD</b>	<b>INSTALLMENT</b>
1.	List of active NGOs and CBOs with potential for human rights mobilization as per <u>Task 1.2</u>	<i>August 2017</i>	5 days	I
2.	Quarterly coordination and consultation meetings with human rights civil society as per <u>Task 1.1</u>		6 days	
	<i>3<sup>rd</sup> quarter meeting</i>	<i>September 2017</i>	3 days	I
	<i>4<sup>th</sup> quarter meeting</i>	<i>November 2017</i>	3 days	II
3.	National Human Rights Coalition established as per <u>Task 1.3</u>	<i>September 2017</i>	10 days	I
4.	Regular (at least 2) meetings of the National Human Rights Coalition facilitated as per <u>Task 1.3</u>	<i>December 2017</i>	4 days	II
<u>I-st instalment:</u> 18 days – 72% of the entire contract amount <u>II-nd instalment:</u> 7 days – 28% of the entire contract amount				

**Sub-LOT 2.1 – 12 work days:**

1.	At least 3 meetings / human rights info-session for the professional group as per <u>Task 2.1</u> (University professors)		9 days	
	<i>1<sup>st</sup> meeting / info-session</i>	<i>August 2017</i>	3 days	I
	<i>2<sup>nd</sup> meeting / info-session</i>	<i>October 2017</i>	3 days	I
	<i>3<sup>rd</sup> meeting / info-session</i>	<i>December 2017</i>	3 days	II
2.	Setup and management of online communication channels (e-mail group, social network group, etc) with the members of the professional group as per <u>Task 2.1</u> (University professors)	<i>December 2017</i>	3 days	II
<u>I-st instalment:</u> 6 days – 50% of the entire contract amount <u>II-nd instalment:</u> 6 days – 50% of the entire contract amount				

**Sub-LOT 2.2 – 12 work days:**

3.	At least 3 meetings / human rights info-session for the professional group as per <u>Task 2.2</u> (school teachers)		9 days	
	<i>1<sup>st</sup> meeting / info-session</i>	<i>August 2017</i>	<i>3 days</i>	<i>I</i>
	<i>2<sup>nd</sup> meeting / info-session</i>	<i>October 2017</i>	<i>3 days</i>	<i>I</i>
	<i>3<sup>rd</sup> meeting / info-session</i>	<i>December 2017</i>	<i>3 days</i>	<i>II</i>
4.	Setup and management of online communication channels (e-mail group, social network group, etc) with the members of the professional group as per <u>Task 2.2</u> (school teachers)	December 2017	3 days	II
<u>I-st instalment</u> : 6 days – 50% of the entire contract amount <u>II-nd instalment</u> : 6 days – 50% of the entire contract amount				

### **Sub-LOT 2.3 – 12 work days:**

5.	At least 3 meetings / human rights info-session for the professional group as per <u>Task 2.3</u> (medical professionals)		9 days	
	<i>1<sup>st</sup> meeting / info-session</i>	<i>August 2017</i>	<i>3 days</i>	<i>I</i>
	<i>2<sup>nd</sup> meeting / info-session</i>	<i>October 2017</i>	<i>3 days</i>	<i>I</i>
	<i>3<sup>rd</sup> meeting / info-session</i>	<i>December 2017</i>	<i>3 days</i>	<i>II</i>
6.	Setup and management of online communication channels (e-mail group, social network group, etc) with the members of the professional group as per <u>Task 2.3</u> (medical professionals)	December 2017	3 days	II
<u>I-st instalment</u> : 6 days – 50% of the entire contract amount <u>II-nd instalment</u> : 6 days – 50% of the entire contract amount				

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.

### **Required Skills and Experience (common for all LOTs)**

**Education:**

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

### **Experience:**

- At least three years of professional experience at the national and/or international level in human rights work;

### **Language Skills:**

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

### Specific Requirement for Lot 1:

- At least three years of professional experience in work with vulnerable groups, civil society organizations and/or community-based organizations (experience of coalition-building in this field is a great advantage).

### Specific Requirement for Sub-Lot 2.1:

- At least three years of professional experience in work as or closely with University professors (as or with law professors – a great advantage).

### Specific Requirement for Sub-Lot 2.2:

- At least three years of professional experience in work as or closely with school teachers (as school principal – a great advantage).

### Specific Requirement for Sub-Lot 2.3:

- At least three years of professional experience in work as or closely with medical professionals (as a medical professional in management position – a great advantage).

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. OHCHR is committed to reasonably accommodate the working environment for the persons with special needs.

## **Application process and 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 main deliverables as stated above;
- (iii) Indicating for what LOT and/or sub-LOT they are applying.

2. Financial proposal (fee per day and lump sum);
3. Personal CV including past experience in similar assignments and the contact details of at least 3 reference persons.

Applications can be submitted by LOTS and Sub-LOTS,

i.e. an applicant may submit an application to one Lot or Sub-Lot, both Lots, one Lot and 1-2 Sub-Lots.

*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.*