



TERMS of REFERENCE

Job Title:	Consultant on Local Development and Human Rights
Hiring Unit	UN Human Rights Office (Office of the UN High Commissioner for Human Rights) via UNDP Moldova
Contract type:	Individual Contract
Duration of assignment:	October – December 2017, (up to 20 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 Consultant on Local Development and Human Rights 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 will:

- 1) Facilitate 3 trainings for mayors, local councilors and municipal staff from at least 10 non-urban communities, including 3 Roma communities, on national and international human rights

standards and mechanism – international human rights treaties and treaty bodies, Ombudsperson's Office and Equality Council (for a total of 20 participants each training);

2) Identify local best practices and local champions in applying human rights based approach to local development;

3) Provide information and substantial input to development of a publication on local best practices and local champions in applying human rights based approach to local development;

4) Advise on best ways of consolidating local public authorities around the sustainable and human rights based approach to local development, including within (but not limiting to) Congress of Moldovan Local Authorities (CALM).

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

	DELIVERABLE	TIMEFRAME	WORKLOAD
1.	At least 3 human rights workshops for LPAs organized, as per <u>Task 1</u>	November 2017	9 days
2.	Publication on best practices as per <u>Tasks 2 and 3</u>	November 2017	6 days
3.	Report on best ways of consolidating local public authorities around the sustainable and human rights based approach to local development	November 2017	5 days
TOTAL			20 days
One single instalment: 20 days – 100% 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.

Requirements

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

- General knowledge of key international human rights standards;
- Strong knowledge of local community development 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;

- Good drafting ability, in particular of policy and/or legal documents;
- Understanding of approaches in work with vulnerable groups, civil society, community-based organizations and local public authorities;
- Knowledge of alternative learning and training skills.

Development and Operational Effectiveness

- Excellent communications and teamwork skills;
- Strong organizational skills;
- Good 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, including ability to interact and communicate with grass-roots on subject matter;
- 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;

Experience:

- At least five years of professional experience in work with/within local public authorities in local community development, in administration, decision-making processes (experience of applying human rights based approach – is a great advantage);
- 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. Knowledge of Russian and English – an advantage. Knowledge of one or more 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. OHCHR is committed to reasonably accommodate the working environment for the persons with special needs.

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) Providing brief methodology on how they will approach and conduct the work;
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;
4. Offeror's Letter confirming Interest and Availability.

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.