

## **TERMS OF REFERENCE**

<b>Job Title:</b>	Team of (two) Consultants to Develop the Roadmap and the Action Plan for the creation of the Roma community mediators on the left bank of Nistru river
<b>Hiring Unit</b>	UN Human Rights Office (OHCHR) via UNDP Moldova
<b>Contract type:</b>	Individual Contract
<b>Duration of assignment:</b>	2 December 2019 – 30 November 2020 (up to 70 working days), with the possibility of extension
<b>Deadline for applications:</b>	28 October 2019

### **Background**

The UN Human Rights Office (Office of the UN 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.

The OHCHR field presence in Moldova, led by the Human Rights Adviser, assists the UN RC Office, UN Country Team in Moldova (UNCT), Government and civil society in strengthening human rights and human rights-based approaches, working closely with the UN Country Team on capacity building and mainstreaming human rights in their work, as well as providing support in engagement with national actors on human rights, including advising national authorities upon request. Thematic priorities for the work of the Office are: (i) Strengthening rule of law and accountability for human rights violations; (ii) Enhancing equality and countering discrimination Integrating human rights in sustainable development; (iii) Enhancing civic space and people's participation.

Starting from 2019 UN OHCHR Moldova jointly with other UN entities will be implementing the Programme One UN Joint Action “Cross-river support to Human Rights” (2019 -2021)<sup>1</sup>.

Under the direct supervision of the Programme's Thematic Area Coordinator, in close collaboration with the National Human Rights Coordinator and overall guidance and supervision of the Human Rights Adviser, the consultants will undertake field visits to the Transnistrian region to map the actions required for the creation of a Roma community mediators institution in the region. Based on the conclusions of the field visits and the experience of creating a Roma community mediators' institution on the right bank of Nistru

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<sup>1</sup> Henceforth “the Programme”

river, the consultants will prepare an Action Plan for the creation of a Roma community mediators' institution. As part of their assignment, the consultants will organize meetings with Roma in Roma communities located on the left bank of Nistru river.

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

The Team of Consultants works under the direct supervision of the Programme's Thematic Area Coordinator, in close collaboration with the National Human Rights Coordinator, OHCHR/UN staff, project partners, organisations and underrepresented groups. They will also work with other stakeholders for the effective achievement of results, anticipating and resolving complex program-related issues and information delivery.

Under present Terms of Reference, the Team of Consultants will:

- Undertake up to 7 field travels to the left bank of Nistru river to collect information on the actual number of Roma people living in the area;
- Undertake the analysis of the regulatory framework on the left bank of Nistru river relevant to the rights of Roma and instauration of Roma community mediators;
- Develop a roadmap for the creation of the Roma mediator's institution in the Transnistrian region based on the observance of the actual situation in the field, coupled with the best practices from the right bank of Nistru river;
- Develop a multi stakeholders action plan for the creation of Roma community mediators' institution on the left bank of Nistru river.

This assignment envisages extensive amount of time to be spent in the Transnistrian region of the Republic of Moldova, and first-hand knowledge of the regional context and environment. Related local travel expenses for the consultants should be included in the submitted financial proposal. Meeting costs will be covered by OHCHR Moldova.

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

<b>Nr.</b>	<b>Activity undertaken</b>	<b>Deliverables expected</b>	<b>Expected Workload (workdays)</b>	<b>Indicative Timeframe</b>
1	Undertake up to 7 field travels to the left bank of Nistru river	Field visit methodology developed; Field visit reports submitted.	15	May 2020
2.	Analysis of the regulatory framework on the left bank of Nistru river relevant to of the rights of Roma rights and instauration of Roma community mediators	Report on the analysis finalized	20	May 2020

3.	Develop the Roadmap for the creation of the Roma mediator's institution in the Transnistrian region	1. Concept of the Roadmap developed and consulted with the Roma community from the left bank with the participation of Roma representatives from the right bank; 2. Final draft of the Roadmap submitted.	20	May – July 2020
4.	Development of the Action plan for the creation of Roma community mediators in the Transnistrian region.	Multi-stakeholder action plan submitted	15	November 2020
	TOTAL		70	

A final report on implementation of the above listed tasks shall be submitted by the last day of the current assignment.

The payments under these Terms of Reference will be made upon successful certification of each deliverable, based on the submitted time-sheet and periodic reports.

### **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**

- Good knowledge of international human rights standards;
- Advanced exposure to issues related to the social inclusion of Roma people;
- Understanding of approaches in work with community-based organizations and local public authorities.

### **Development and Operational Effectiveness**

- Excellent communications and teamwork skills;

- Strong organizational skills;
- 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 events or challenging inter-organizational activities;
- Ability to adapt flexibly to changing situations, overcomes obstacles and recovers quickly from set-backs;
- Proactive in seeking new and improved methods and systems for accomplishing the work of the unit;
- Ability to keep abreast of new developments in area of professional discipline and job knowledge and seeking to develop himself/herself professionally.

### **Required Skills and Experience**

#### **Education:**

- University degree in social science, law, human rights or other relevant discipline;
- Experience of at least 5 years in the field of Roma rights may be considered in lieu of University degree;
- Post-graduation education/courses in human rights would be considered an advantage.

#### **Experience:**

- At least 3 years of professional experience in organising capacity building, community mobilisation and/or awareness raising activities for community groups especially in the field of Roma rights.
- Previous experience in working in Transnistrian region of the Republic of Moldova on human rights and empowerment of vulnerable groups, would be considered a strong advantage;
- Previous experience of working with NGOs, decision-makers- at the regional and local levels in the Transnistrian region of the Republic of Moldova would be considered a strong advantage.

#### **Language Requirements:**

- Fluency in oral and written Russian; working knowledge of English language; working knowledge of Romanian language would be considered an advantage;
- Knowledge of one or more relevant minority languages, including Bulgarian, Ukrainian or Romani, as well as sign language(s), will be a strong 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.

**Documents to be included in the proposal**

Interested persons should submit the following documents:

1. Cover Letter, explaining why they are the most suitable candidate for the work;
3. A methodological note explaining the approach to the tasks to be accomplished;
2. Financial proposal (lump sum and fee per day in USD, including local transportation, communication and other relevant costs);
3. Personal CV, including past experience in similar assignments and 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.*