
Terms of Reference for Consultancy to Support Liberia's Legislature in Elaboration of a Human Rights and Gender Checklist to Support Review of Emerging Bills in line with Relevant Human Rights Standards and Principles before the Bills are Assented to by the President.

Duty Station/Location:	Monrovia, Liberia
Application Deadline:	August 2019
Type of Contact	National Consultant
Language required:	English
Posting:	External
Branch:	Africa
Starting Date:	Immediate
Expected duration of the assignment:	60 days

I. Background

The Office of the United Nations High Commissioner for Human Rights (OHCHR) is one of the responsible UN agencies participating in the implementation of the Liberia Multi Partner Trust Fund/ Peace Building Project in Liberia. OHCHR (UN Human Rights Office) is the leading UN entity on human rights. The General Assembly entrusted OHCHR with a unique mandate to promote and protect all human rights for all people. The United Nations human rights program aims to ensure that the protection and enjoyment of human rights is a reality in the lives of all people. UN Human Rights also plays a crucial role in safeguarding the integrity of the three interconnected pillars of the United Nations – peace and security, human rights and development.

Following the closure of UNMIL in March 2018, the Office of the United Nations (UN) High Commissioner for Human Rights (OHCHR) in Liberia signed with the Government of Liberia an agreement on 1 April 2018. The agreement provides OHCHR with the mandate to promote and protect human rights through different strategies including technical cooperation arrangements, capacity building, training, awareness raising and technical assistance. Other activities include human rights monitoring, investigations, documentation and report to strengthen strategic evidenced based advocacy with government authorities

and other oversight and institutional mechanism to demand for accountability, prevent impunity and promote respect for human rights and Rule of Law.

As part of the strategy on addressing impunity and promoting respect for human rights, OHCHR is implementing a project named: Advancing Reconciliation through Legislative and Civic Engagement, funded by the Liberia Multi-Partner Trust Fund (LMPTF). The project seeks among other things to identify domestic laws that are found wanting in mainstreaming human rights and civil liberties and bring such laws up to international human rights standards. This is done in collaboration with relevant national law reform and human rights institutions in the country namely- the Liberian legislature, Law Reform Commission (LRC); Independent National Commission on Human Rights (INCHR), Legal Drafting Bureau (LDB), Ministry of Justice etc.

It is upon this background that a national consultant is needed to support the Liberian legislature in elaboration of human rights and gender checklist to support review of emerging bills in line with relevant human rights standards and principles before the bills are assented to by the President. This is in the understanding that many of the lawmakers are not experts in human rights and gender issues and as such need technical support in these areas to get it right.

II. Objectives of the assignment

To provide support to the Liberian Legislature in elaboration of a human rights and gender checklist to support review of emerging bills in line with relevant human rights standards and principles before the bills are assented to by the President. This will ensure that new bills and laws passed by the legislature take into consideration human rights and gender concerns thereby protecting rights and liberties of Liberians and residents in such laws.

III. Methodology

The consultant should draw on varied methodologies to discharge this assignment. This includes desk research, meetings and consultations with members of the Liberian legislature through the relevant Committees, LRC, LDB, INCHR, Civil Society Organizations, Ministry of Justice and other agencies/bodies that can aid the assignment. Apart from the foregoing agencies, the Consultant is expected to work closely with OHCHR and UN Women in developing the Human Rights and Gender checklist respectively.

IV. Scope of work

The National Consultant will work under the supervision of the Deputy Country Representative of OHCHR Liberia to perform the following tasks-

1. To develop Human Rights Checklist in consultation with OHCHR and INCHR for the Liberian Legislature;

2. To develop Gender Checklist in consultation with UN Women and INCHR for the Liberian Legislature;
3. To document best practices and lessons learnt from selected countries on the use of Human Rights and Gender checklist by their legislature;
4. To support the INCHR to conduct three different consultative meetings with the Committees on Human & Civil Rights and any other relevant committee(s) of the Liberian legislature on the use of Human Rights and Gender Checklist and lessons learnt in other countries;
5. To develop and coordinate awareness programs, information dissemination which includes public relations, advocacy and publicity targeting both members of the Senate and House of Representatives on the developed Human Rights and Gender checklists
6. To conduct follow up meetings based on the developed Human Rights and Gender checklists.

V. KEY OUTPUTS

1. The Human Rights Checklist
2. The Gender Checklist;
3. Documented best practice and lessons learnt from other jurisdictions in use of Human Rights and Gender Checklist;
4. Evidence of awareness raising of the checklists among the Legislators;
5. Document containing the roadmap and strategy on how best to convince the Liberian legislature to accept the proposed laws for amendments.

VII. IMPACT

1. The evaluation exercise should seek to assess the overall contribution in developing the Human Rights and Gender Checklists for the Liberian legislators;
2. Impact will also be made by getting both chambers of the Liberian legislature to adopt the checklists as part of their legislative process;
3. The contribution of the meeting sessions with the House Committees/members of the legislature to broader legislative changes using the checklists.

VIII. SUSTAINABILITY (institutionalization of human rights in policies, programmes)

1. Identify results, achievements and benefits of OHCHR support to national interlocutors in supporting peace-building efforts and promoting a culture of respect for human rights.

2. Assess whether key partners and stakeholders are willing and committed to continue working on the issues addressed by OHCHR in compliance with international human rights standards.
3. Establish OHCHR effectiveness and contribution in building needed capacities (knowledge, tools, guidance and availability of resources at the national level to sustain the results achieved)

X. PERFORMANCE EVALUATION:

1. Consultant's performance will be evaluated based on- timeliness, creativity, responsibility, initiative,
2. Communication, accuracy, and quality of the products delivered.

X1. REMUNERATION

Remuneration will be determined commensurate with the Consultant's level of experience.

XII. REQUIRED QUALIFICATIONS AND EXPERIENCE

Academic Qualification:

- Postgraduate or other advanced university degree (at least M. Sc. or equivalent) in Law, International Development, Institutional/Organizational Development, Social Sciences or any other relevant discipline.

Experience and other skills:

- At least 5 years of professional experience in human rights, Gender or Legislative Drafting;
- Demonstrated experience in human rights capacity development, notably at the systemic and institutional levels;
- Experience working with a variety of stakeholders including governments and civil society;
- Experience in researching, Gender mainstreaming, monitoring and reporting human rights;
- Computer literate with Strong knowledge of Micro-soft Office Suite (Word. Excel, Access, Internet Surfing, etc);
- Excellent report writing skills; good oral and written communication skills; ability to work closely with public, non-governmental, international and civil society organizations;
- Must be highly motivated and committed to work in the field of Human Rights.
- Must have strong organizational (interpersonal) and communication skills, make decision in a timely manner; the ability to communicate effectively both orally and in writing; analyze data for decision making; and the ability to gain others' support for ideas, proposals and solutions and get others to take action in order to advance work objectives; maintain high ethical/ professional standards and integrity.

Desirable

- Knowledge of International Human Rights Law
- Knowledge of the workings of the Liberian legislature
- Knowledge of Women and Gender Issues

Documents to be included when submitting the proposal:

- Interested individual consultants must submit the following documents/information to demonstrate their qualifications;
- Motivation Letter describing their interest in the assignment and why they are the most suitable for the work;