



Terms of Reference (ToR) for the recruitment of National Consultant **Training Support in Human Rights (Bamenda)**

Contract Duration: 4 days

Start date of activity: March/April 2021

Background/Context

Cameroon has been experiencing armed conflict in the North-West and South-West Regions since 2017. This conflict has caused a huge death toll in both civilian and combatant populations, significant economic decline, growing underdevelopment, pain and suffering in affected communities, and a breakdown in social cohesion.

The government of Cameroon and UNDP collaborated in the formulation of the Presidential Plan for Reconstruction and Development (PPRD) of the North West (NW) and South West (SW) Regions. The PPRD feeds into the government's efforts to resolve the current crisis. It is against this backdrop that UNDP has engaged in recovery activities in both regions. The objective of this plan is to strengthen institutions and processes that facilitate peacebuilding and resilience through the following three pillars:

- (i) Strengthening social cohesion
- (ii) Rehabilitation of damaged infrastructure
- (iii) Revitalization of the local economy

The PPRD plan will be implemented in phases. The first phase which is expected to cover two to three years will focus mainly on Recovery. This will complement and reinforce current humanitarian efforts by supporting the transition towards civilian led recovery and social cohesion, and ultimately the return to normalcy for the Anglophone regions. UNDP will focus in this first phase of the PPRD on the human and social aspects of recovery.

Justification

- The Recovery Programme places strong emphasis on the provision of opportunities for ownership of the public space, bottom-linked citizen participation, and engagement in public affairs. The Human Rights Resource Person will help support this mission by supporting training and capacity building initiatives on human rights-related themes. The inclusion of a human rights actor in capacity building will also

improve participation in the Recovery Programme and help diversify approaches and solutions.

- The Social Cohesion Pillar of the Recovery Programme is expected to help grow community trust and understanding. The Human Rights Resource Person will help support this goal as far as issues related to human rights within communities are concerned through training and experience sharing.
- The Human Rights Resource Person will support the programme's mission to provide and upgrade skills in victim support for victims of human rights violations.
- (S)he will help strengthen community networks that support an inclusive, diverse society by providing training and sharing experience on a diverse range of human rights including hate speech, community and individual rights.
- The Human Rights Resource Person will help support the role of women in peace and security by providing skills and tools on how to address grassroots community and human rights issues that impact social cohesion.
- Through a common understanding between the Government of Cameroon and UNDP, Recovery interventions are defined as a comprehensive process of socio-economic interventions through which households and communities strengthen their capacities to manage the impact of the ongoing crisis. The resource person will play a key role in strengthening these capacities in human rights.
- The Recovery Programme seeks to revitalize civil society and the private sector by ensuring that communities are not just beneficiaries, but actors in the recovery process. The resource person will use his/her wide experience in the sector to provide tools that can help local stakeholders in achieving this goal and asserting the rights and power to be actors for peace and progress within their communities.

Objectives

- Train participants and improve their skills on case management and referrals (using referral pathways tools etc.), gender related issues, critical thinking, human rights advocacy, and action planning
- Improve capacity in advocacy for peacebuilding
- Strengthen social cohesion
- Help build a collaborative platform for future engagement and dialogue on social cohesion issues
- Train participants on gender mainstreaming in intra-community conflict management
- Provide training of case management for a diverse range of cases of human rights violations.
- Support advocacy for the Recovery Programme

Duties and Responsibilities

The selected resource person will work under the direct supervision of the Social Cohesion Expert, receiving advice from the UDDP Gender and Human Rights Specialist, and under the

overall supervision of the Recovery Programme Project Manager. He/She will be expected to deliver on the following:

- Support training on protection, human rights monitoring and reporting
- Provide trainees/participants with practical tools on how to effectively manage incidents of human rights abuse within their communities.
- Share sector-specific experience with community leaders, influencers and key stakeholders on human rights issues especially those affecting women and youths.
- Provide training and training materials to trainees and workshop participants.
- Support training on multiculturalism and cultural diversity management.
- Assist in the provision of training on human rights themes that are related to social cohesion.

Competencies

Corporate Competencies:

- Demonstrates integrity by modelling the UN's values and ethical standards;
- Strong Programme design and management skills;
- Positive, constructive attitude and consistently approaches work with energy;
- Demonstrates openness to change and ability to receive / integrate feedback.

Functional:

- Professional experience;
- Able to manage conflicting deadlines and priorities;
- Able to coordinate activities such as missions, special events, etc.
- Able to assume full responsibility for activities, ensuring that mission objectives are met in a transparent and inclusive manner;
- Set clear goals and performance standards; perform responsibilities as it should be;
- Self-analysis of performance problems; seeking appropriate guidance and support.

Resource management:

- Strong organizational skills;
- Ability to work independently, produce high quality outputs;
- Solid opinion, strategic thinking and ability to manage competing priorities;
- Able to find creative solutions to daily problems, working in an ever-changing work environment.

Communication:

- Strong ability to write clearly and convincingly, adapting style and content to different audiences and speaking clearly and convincingly;
- Ability to produce high quality professional documents and products under pressure;
- Strong ability to present at meetings with the ability to adapt to different audiences;
- Strong analytical, research and writing skills with demonstrated ability to think strategically;
- Strong clear and fast communication skills;
- Strong interpersonal skills in negotiation and liaison

Required Skills and Experience

- The Resource Person should hold at least a master's degree in human rights, law, political science, gender or any other related discipline
- Minimum of five years' work experience in dealing with human rights issues, including providing training on human rights issues to a diverse range of stakeholders
- Significant visibility in public engagement on human rights issues on the national level (particularly issues related to the conflict in the NW and SW Regions)
- Membership of at least a network of human rights associations/organizations will be an asset
- Proof of work in the NW Region or SW Region for at least two years during the last four years as a CSO/NGO leader of a human rights platform/organisation
- Previous UN experience (especially on human-rights and due diligence related issues) will constitute an added advantage
- Gender and human rights mainstreaming experience

Language Requirements

- Fluency in written and spoken English language is required.

Application Procedure

Interested individuals must submit the following documents /information to demonstrate their qualification, experience and suitability to undertake the assignment. All supporting documents must be part of the detailed CV and uploaded as one document.

1. CV/Resume with evidence of relevant work experience and education
2. References (credible people we can contact for information about you)
3. Financial Proposal that indicates the all-inclusive fixed total payment expectation for training material development (handouts) spending four nights in Bamenda and providing training for four days (2 days per workshop) **during 2 different workshops** (approximately 3 hours of training per day)

Incomplete proposals may not be considered. **All applications must be made on-line.**

Note: Please note you can upload only one document to this application (scan all documents in one single PDF file to attach).

Evaluation Method and Criteria:

Technical Criteria for Evaluation (Maximum 70 points):

Evaluation Criteria	Points
▪ Master's degree in human rights, law, political science, gender or any other related discipline social science discipline	15 points
▪ Minimum of five years' work experience in dealing with human rights issues, including providing training on human rights issues to a diverse range of stakeholders (professionals, students etc.)	25 points
▪ Significant visibility in public engagement on human rights issues on the national scene (particularly issues related to the conflict in the NW and SW Regions)	15 points

<ul style="list-style-type: none"> ▪ Proof of work in the NW Region or SW Region for at least two years during the last four years as a CSO/NGO leader of a human rights platform/organisation 	15 points
<ul style="list-style-type: none"> ▪ Previous UN experience (especially on human-rights and due diligence related issues) 	10 points
<ul style="list-style-type: none"> ▪ Gender and human rights mainstreaming experience 	15 points
<ul style="list-style-type: none"> ▪ Membership of a network of human rights associations 	5 points
Total	100 points

Resource persons will be evaluated based on the following methodology :

Cumulative analysis

The award of the contract shall be made to the individual consultant whose offer has been evaluated and determined as (a) responsive/compliant/acceptable ; and (b) having received the highest score out of set of weighted technical criteria (qualification + interview) (70%) and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced qualified proposal received by UNDP for the assignment.

- Only applications which are responsive and compliant will be evaluated ;
- Only the top 3 candidates that have achieved a minimum of 70 points (70%) from the review of the education, experience, and language may be invited for an interview. Only candidates who pass 70% of technical evaluation will be evaluated further.
- Only candidates obtaining a minimum of 70 points (70% of the total technical points) would be considered for the Financial Evaluation.

For those who pass the technical and interview evaluation above, offers will be evaluated per the Combined Scoring method :

1. Technical evaluation (70%)
2. Financial evaluation (30%)

Applications should be sent via email to: procurement.cameroon@undp.org

NOTE: All these items should be sent as a **Single Attachment**, with **Recruitment of Human Rights Resource Person - NW** in the subject line of the email.

For more information, please contact: procurement.cm@undp.org

The UNDP's General Principles include best value for money, fairness, integrity, and transparency.