



Amendment to the Terms of Reference and extension of submission deadline.

INDIVIDUAL CONSULTANT - PEACE AND MEDIATION SPECIALIST

Job ID/Title:	Peace and Mediation Specialist, Northern and North-Eastern Kenya
Brand:	UNDP
Practice Area:	Governance
Application Deadline:	Friday, 15 July 2022 5.00P.M Kenyan Time (GMT+3.00)
Type of Contract:	Open to national and international individual consultants
Reference:	KEN/IC/037B/2022– Peace and Mediation Specialist, Northern and North Eastern Kenya
Duty Station:	Nairobi
Languages Required:	English
Expected Duration of Assignment:	6 Months
Expected Start date	25 July 2022



A. Background:

Continuous mediation is needed in Northern and Northeastern parts of Kenya to sustain peace and reconciliation, which remain fragile despite the Government's measures to restore law and order and reverse the influence of terrorist groups in the area. In the Arid and Semi-Arid lands (ASALs) in Northern and coastal parts of Kenya, which a recent UN-supported analysis found to be farthest left behind, recurrent intercommunal tensions, a challenging socio-economic reality exacerbated by COVID-19, climate-related crises and cross-border dynamics threaten peace and security in different parts of the country. The ASALs that constitute the ten Frontier Counties Development Council (FCDC) account for 61% of Kenya's landmass and are home to approximately 6.2 million people, mostly pastoralists. The counties continue to experience persistent inequalities, inter-communal and pastoral violence over natural resources, (including access to land, water and recently oil, minerals and gas), political conflicts and cross-border dynamics. These challenges present an eclectic mix of stressors that increase the vulnerability of the FCDC region to violence and underdevelopment, with disproportionate impacts on the poor. The complex overlaps between inter-communal tensions and anxieties surrounding political preparations for the 2022 general elections compound local-level conflict dynamics and the impacts of cross-border security issues.

The limited success of national-level peacebuilding efforts and joint cross-border programmes begs for community-owned, grassroots mediation teams that not only understand the contextual issues and actors but also enjoy legitimacy as mediators or 'consensus figures' representing violence-affected groups. In 2021, the FCDC Sector Forum on Peace and Cohesion undertook a series of multi-stakeholder consultations that led to the establishment of a database and profile of respected men and women from the ten FCDC counties to form the Independent Panel of Eminent Persons (IPEP) to serve as mediators. The role of the Panel is to respond to conflicts upon request, establish and identify reward schemes for peace champions, promote peace through alternative dispute resolution mechanisms, and advise SFPC on peace and cohesion matters in the region. prevent and respond to inter-ethnic tensions and political conflicts in three FCDC counties and promote peaceful coexistence during the electoral period. To support the operationalization of the IPEP, the DPPA and the UN Peace and Development Advisor in Kenya are looking for a Peace and Mediation Specialist for Northern and North-Eastern Kenya. Payments and issuance of contracts will be done by the DPPA Secretariat in New York.

B. Objectives and activities of the Assignment

The consultant will work closely with the FCDC Sector Forum for Peace and Cohesion and the UN Peace and Development Advisor to support the implementation of the '**Enhancing Mediation Capacities in Northern and North-eastern Kenya during and after the 2022 Elections**' project. The project aims to strengthen grassroots mediation capacity in three FCDC counties – Isiolo, Lamu and Wajir, which are facing multi-dimensional risks compounded by electoral politics. Based at the FCDC Secretariat in Nairobi, the Consultant will coordinate the work of the mediators, in close partnership with government agencies including the National Steering Committee on Peacebuilding (NSC) and the NCIC, and with civil society organisations and community peace structures. He/She will:



- Lead the development of a plan of action to support the process of commissioning the Independent Council of Eminent Persons from at least three FCDC member counties. The plan will entail the following:
 - Elaboration and endorsement of Terms of Reference Draft, with a clear mediation function and method of work
 - Contribute to the design of a mediation training program and coordinate the trainers
 - outline of measures to ensure the inclusion of women in mediation efforts
- Oversee the finalization and implementation of the strategy and roadmap for grassroots mediation and work plan during the 2022 electoral period
- Strengthen cohesion and team spirit among the senior mediators from the FCDC region
- **Support the establishment of a coordination framework between grassroots mediators in the three counties with national level mediation teams**
- Strengthen synergy collaboration between national-level mediation teams including the Women's Mediation Network and the National Mediation Team
- Develop and maintain clear coordination arrangements between the FCDC mediation teams and other peacebuilding structures within the three counties such as Peace Committees, the UWIANO Platform for Peace, CSOs etc
- Provide technical support to the grassroots Mediation efforts in the three FCDC counties, e.g. design a mediation process, build consensus around it
- Facilitate meetings, write reports and work with key stakeholders to achieve the various deliverables with integrity and professionalism
- Document best practices and lessons

C. Deliverables:

The main deliverables under this assignment are:

- Inception workshops with mediators from the three FCDC counties, the Peace Sector Forum, UWIANO partners and key stakeholders to know each other and understand their role. This may entail meetings to agree on TORs for the mediators, develop work plans and strategies, detailed goals, activities, partnerships as well as modalities of coordination and synergize with other mediation initiatives
- Capacity-building workshops to train the mediators on critical mediation skills and other core programming values, e.g., gender sensitivity, conflict sensitivity, human rights, etc
- Mediation interventions and under-the-tree community dialogues within the three FCDC counties
- **Joint activities between the grassroots mediators and the Women's Mediation Network and the National Mediation Team**
- Inclusive community-level consultations on peace and conflict dynamics and perspectives from the community on the best ways to resolve recurrent disputes and prevent the recurrence of violence
- Communication plan to support communication and visibility of the mediation team, including through social media.
- Writing a detailed analytical report on conflict drivers in Wajir, Isiolo and Lamu, showing the interlinkages between inequalities, vulnerabilities and the Prevention and sustaining peace role of grassroots mediation.
- Monthly reports on mediation activities, best practices and lessons



Travel: The consultant is expected to travel between Nairobi and the three counties (Wajir, Isiolo and Lamu), and within the counties. Within the counties, travel is expected to the following locations where the consultant will hold one (1) day meeting (excluding travel time) in each of the sub-counties. The consultant should include the cost of travel to the various locations in his/her financial proposal.

- **Wajir:**
 - I. Wajir West sub county
 - II. Eldas
- **Isiolo:** I. Merti; II. Isiolo Central
- **Lamu:**
 - I. Lamu West;
 - II. Lamu East

D. Schedule of Payments

Payments will be based on deliverables. The consultant shall receive the lump sum service fees upon certification of the completed tasks satisfactorily as per the schedule below:

Activities	Details	Timeline	Payment %
Meetings between FCDC and key partners from Nairobi and the three pilot counties on the project and goals	■ Community level consultations in the three counties with members of the Mediation Team, leading to grassroots endorsement of members of the Mediation Team	July 2022	30%
Working session to develop strategic documents and work plans for each of the pilot counties on the scope of work	■ Working session in Nairobi with FCDC Peace Sector Forum to develop mediators TOR, work plans, code of conduct etc	Aug 2022	20%
Training for the mediation teams e.g. gender awareness, conflict sensitivity, mediation skills, networks etc	■ Three-day mediation training in Nairobi	Aug 2022	
	■ Three-day workshop in Nairobi with members of other mediation teams on collaboration, joint mediation efforts and synergy, e.g. National Mediation Team and Women's Network, UWIANO	Aug 2022	



Coordinate rapid intervention for mediation during the electoral period	<ul style="list-style-type: none"> ■ Rapid deployment of mediators to de-escalate tension or mediate in hot spots- by mediators within their counties or in collaboration with the national mediation team ■ Activity reports ■ Thematic reports and briefs ■ Strategic communications in social/media 	November 2022	20%
Follow-up workshop on lessons learned during elections; Final report.	<ul style="list-style-type: none"> ■ Review what worked and what did not work, and plan for an exit strategy. ■ Writing a final report on the project. 	December 2022	30%
Exit strategy: Strategic Planning workshops with experts from UWIANO partners, and CSOs to help FCDC elaborate its strategic plan, communication work plan on mediation	<ul style="list-style-type: none"> ■ Develop a strategy to institutionalise mediation capacity in the FCDC ■ Lessons learned report 	Dec 2022	
Progress monitoring	<ul style="list-style-type: none"> ■ Monthly progress reports ■ Support M&E activités 	July- Dec 2022	

E. Timelines and Duration of Service:

The work will commence as soon as the contract is ready and is expected to be concluded within 6 months of the start of the contract which is 31 December 2022.

F. Supervision of the Consultant:

RCO/PDA and DPPA will supervise the consultant. The consultant will have a reporting line to the FCDC CEO and the National Cohesion and Integration Commission CEO. He/she will be expected to work closely with the UN Peace and Development Advisor. The team will speak, at least once a week to receive updates on ongoing consultations, meetings, initiatives and next steps. On reporting: the consultant will provide one monthly report and a summary of mediation activities.

G. Competencies Core:

Innovation Ability to make new and useful ideas work Level 4: Adept with complex concepts and challenges convention purposefully. Leadership Ability to persuade others to follow Level 4: Generates commitment, excitement, and excellence in others. Communication Ability to listen, adapt, persuade and transform Level 4: Synthesizes information to communicate independent analysis. Delivery Ability to get things done while exercising good judgement Level 4: Meets goals and quality criteria for delivery of products or services.

H. Technical/Functional:

Social Cohesion Knowledge of methods and experience of supporting communities to achieve greater inclusiveness, more civic participation and creating opportunities for upward mobility Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise. Peacebuilding and Reconciliation Ability to support peace processes to facilitate recovery and development Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise Conflict -Sensitive Programming. Ability to use methods and tools to monitor conflict triggers and determine the impact of various dynamics in conflict-prone situations Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise. Conflict Analysis and Risk Assessment Knowledge of conflict analysis and risk assessment concepts and the ability to apply to strategic and/or practical situations Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise.

Gender: Knowledge of gender issues and the ability to apply to strategic and/or practical situations, including analysis of projects from a gender perspective Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise.

Civil Society Engagement: Knowledge to create and implement civil society initiatives and apply them across peace and development work Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise. Knowledge Management Ability to efficiently handle and share information and knowledge Level 4: Apply & Adapt: Contributes skills and knowledge with demonstrated ability to advance innovation and continuous improvement, in professional area of expertise.

I. Required Skills and Experience Education:

Advanced university degree (Master's Degree) in political science, sociology, international relations, international economics, law, public administration, or other related social sciences. In lieu of an Advanced degree, a Bachelor's university degree with additional years of experience. **K. Experience:**

Minimum of 5 years with a Master's Degree or 7 Years with a bachelor's Degree of progressively responsible experience in conflict analysis, mediation, development and/or conflict prevention in a governmental, multilateral or civil society organization; Extensive experience in analysis, research and sound drafting skills; Experience in project/programme development, management Experience in national and community-level conflict prevention and peacebuilding initiatives and programming; In-depth knowledge of and extensive experience in the FCDC counties, including in dialogue and conflict prevention initiatives; and awareness and familiarity of key actors and stakeholders across the political, economic, and development spheres alongside knowledge of government, civil society, and other non-state actors.

L. Language Requirements: Fluency in written and spoken Kiswahili and English are required.

M. Evaluation Criteria

Only candidates obtaining a minimum of 70% of the total technical evaluation will be considered for the Financial Evaluation.

Criteria:	Criteria Weight: 100%	Max Point: 100%
Advanced university degree (Master's Degree) in political science, sociology, international relations, international economics, law, public administration, or other related social sciences. Bachelor's university degree with 7 years similar experience in lieu of Master's as per K above	20%	20%
Minimum 5 years of experience working in FCDC counties	15%	15%
Demonstrated experience in analysis, research and sound drafting skills	15%	15%
Demonstrated experience in dialogue, mediation, and peacebuilding issues.	30%	30%
Good knowledge of the peace sectors organizations in the democratic governance sector in FCDC counties	10%	10%
Demonstrated solid practical experience in designing and implementing interventions, project management and related fields	10%	10%
Total Maximum obtainable points	100%	100%

Financial evaluation (maximum 30 points):

The following formula will be used to evaluate the financial proposal: $p = y (\mu/z)$, where
 p = points for the financial proposal being evaluated
 y = maximum number of points for the financial proposal
 μ = price of the lowest-priced proposal
 z = price of the proposal being evaluated

Submission of the Financial Proposal

Applicants are instructed to submit their all-inclusive fee proposal in USD using the financial proposal template provided (Offeror's letter to UNDP)

The financial proposal should be all-inclusive and include a breakdown. The term 'all-inclusive' implies that all costs (professional fees, travel related expenses, communications, utilities, consumables, insurance, etc.) that could possibly be incurred by the Contractor are already factored into the financial proposal.



Application Process.

Interested and qualified candidates should submit their applications which should include the following:

1. Detailed Curriculum Vitae
2. Proposal for implementing the assignment – template provided
3. Offeror's letter to UNDP – template provided

Note: The successful applicant will be required to complete a UNDP Personal History Form (P11) form before contracting.

Applications should be sent to consultants.ken@undp.org to reach us not later than Friday, 15 July 2022 by 5.00P.M Kenyan Time (GMT+3.00)

Please quote **“KEN/IC/037B/2022– Peace and Mediation Specialist, Northern and North-Eastern Kenya ”** on the subject line.

Firms are not eligible for this consultancy assignment. **Open to individual consultants only.**

For any clarifications, please write to undp.kenya.procurement@undp.org

DO NOT COPY ANY OTHER RECIPIENT