

TERMS of REFERENCE

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| Job Title: | Consultant on Human Rights Mobilization, Monitoring and Coordination |
| Hiring Unit | UN Human Rights Office (Office of the UN High Commissioner for Human Rights) |
| Contract type: | Individual Contract (IC) |
| Duration of assignment: | September 2019 – January 2020, with estimated workload of up to 30 working days, with the possibility of extension |
| Starting date: | 23 September 2019 |

BACKGROUND

The UN Human Rights Office (Office of the UN High Commissioner for Human Rights – OHCHR) is a United Nations structure with a unique mandate from the international community to promote and protect human rights universally towards full implementation of the 1948 Universal Declaration of Human Rights and all other international human rights standards.

UN Human Rights Office in Moldova assists the UN RC Office, UN Country Team in Moldova (UNCT), Government and civil society in strengthening human rights and human rights-based approach, 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.

The Office's priorities for 2018-2019 are oriented towards: a) strengthening the rule of law and accountability for human rights violations; b) enhancing and protecting civic space and people's participation; c) increasing the engagement of victims of human rights violations with national and international human rights protections systems; d) enhancing equality and countering discrimination; e) integrating human rights into the sustainable development work done in Moldova; f) increasing implementation of the international human rights mechanisms' outcomes.

In May 2018 the Parliament adopted nationally-owned, long-term commitment to advance human rights - the National Human Rights Action Plan for 2018 – 2022 (henceforth NHRAP).

The coordination of the implementation of the NHRAP is under the responsibility of the National Human Rights Council. In order to ensure the sustainability of the coordination work done by the Council, based on the provisions of the Plan, the Permanent Human Rights Secretariat was established¹.

The Permanent Human Rights Secretariat assist with the current work of the Council and serves as a focal point between the Council and its local structures, on the one hand, and between the implementing central public authorities and the Council, on the other.

Local human rights focal points are to be established by the local public administration authorities at municipal and district level. They will be responsible for developing plans and programs for the implementation of the provisions of NHRAP at local level; conducting human rights monitoring and developing biannual reports on the respect of human rights at local level, with their subsequent submission to the Permanent Secretariat.

¹ Governmental Decision nr. 65 from 11.02.2019 on the creation of the National Human Rights Council, available at: <http://lex.justice.md/md/379272/>

Strengthening the capacities of the national human rights reporting and follow up mechanisms for a better implementation, coordination, monitoring and reporting of the recommendations from UPR and treaty bodies is one of the key priorities of the Office of the High Commissioner for Human Rights (OHCHR) in Moldova.

Therefore, the Office is planning to provide support to Permanent Human Rights Secretariat in conducting the necessary human rights monitoring and coordination, as well as providing guidance to representatives of local structure to monitor and report on the respect and fulfillment of human rights.

SCOPE OF WORK, DUTIES AND RESPONSIBILITIES

Under these Terms of References the Human Rights Mobilization, Monitoring and Coordination Consultant will work in close collaboration with the National Human Rights Officer and under the supervision of the National Human Rights Coordinator.

The incumbent will also work in closely with representatives of the Permanent Secretariat for Human Rights and local structures of the Human Rights Council for the effective achievement of results, anticipating and resolving complex program-related issues and ensuring information delivery.

In particular, the Consultant will:

Task 1. – Provide technical support to Permanent Human Rights Secretariat in human rights policy monitoring and coordination

Deliverables under Task 1:

- 1.1. One inclusive coordination meeting of the National Human Rights Council organized jointly with the Permanent Human Rights Secretariat;
- 1.2. Working materials for the meeting of the National Human Rights Council developed.

Task 2. Provide assistance to local structures of the Human Rights Council in conducting human rights monitoring and advocacy

Deliverable under Task 2:

- 2.1. At least 3 coaching sessions to local structures of the Human Rights Council in human rights monitoring and reporting provided.

The expected deliverables, workload and indicative timeframe:

| | DELIVERABLES | DUE DATE | WORKLOAD & INSTALLMENT |
|----|---|-----------------|-----------------------------------|
| 1. | One inclusive meeting of the National Human Rights Council organized | November 2019 | 10 days |
| 2. | Working materials for the meeting of the National Human Rights Council developed. | November 2019 | 10 days |
| 3. | At least 3 coaching sessions to local structures of the Human Rights Council in human rights monitoring and reporting provided. | January 2020 | 10 days |

The payment will be done in 1 instalment upon the accomplishment of all the deliverables based on a final report that shall be submitted by 25 January 2010.

INSTITUTIONAL ARRANGEMENTS

The contractor will work in close cooperation with National Human Rights Officer and will be directly supervised and evaluated by National Human Rights Coordinator.

FINANCIAL ARRANGEMENTS

The consultant will prepare a report indicating the tasks performed and shall be paid based on the number of deliverables accomplished.

The reports will be certified by OHCHR and will attest that the services relate to the Deliverables, as described in the Terms of Reference.

ACADEMIC QUALIFICATIONS:

Education:

- University degree in law, public administration, international relations, economics or other relevant discipline (Master's degree – an advantage).

EXPERIENCE AND SKILLS:

- At least three years of professional experience in human rights, results-based management and/or public administration work;
- Experience in drafting and analyzing public policies, their monitoring and reporting on the degree of their implementation;
- At least 1-year experience in providing human rights or good governance trainings;
- At least one year of experience in civic mobilization and/or empowerment.

LANGUAGE REQUIREMENTS:

- Good command of oral and written Romanian. Russian and English is an asset;
- Knowledge of one or more additional languages relevant for Moldova, including Bulgarian, Gaguzian, Romani, Ukrainian or sign language is an asset.

Diversity Clause: Applicants – particularly women – 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 diverse 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) Provide a brief methodology on how they will approach and conduct the work.



2. Individual or joint financial proposal (fee per day and total amount);

3. Individual CV including experience in similar assignments and the contact details of at least 2 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 under-represented groups are particularly encouraged to apply.