



TERMS OF REFERENCE

Job Title:	Consultant to develop the Roadmap and the Action Plan for the creation of the Roma community mediators' institution on the left bank of Nistru river
Hiring Unit	UN Human Rights Office (OHCHR) via UNDP Moldova
Contract type:	Individual Contract
Duration of assignment:	July 2020 – December 2020 (27 working days), with the possibility of extension
Deadline for applications:	10 July 2020

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 -2022)¹.

Under the direct supervision of the Programme's Thematic Area Coordinator, in close collaboration with National Human Rights Officers and under overall guidance and supervision of the Human Rights Adviser, the consultant, together with an existing consultant, (referred to as the team of consultants) undertake field visits in the Transnistria 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, during which the consultants will organize meetings with Roma in Roma communities located on the left bank of Nistru river, and the experience of creating a Roma community mediators' institution on the right bank of Nistru river, the consultants will prepare an Action Plan for the creation of a Roma community mediators' institution on the left bank.

¹ Henceforth "the Programme"

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 National Human Rights Officers, 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 the present Terms of Reference, the Team of Consultants will:

- Undertake field visits on the left bank of Nistru river to collect information on the situation of Roma people, based on a developed survey and on the actual number of Roma living in the area;
- Draft field visit reports on the visited areas, densely populated by Roma on the left bank of Nistru river;
- Contribute to the analysis of the regulatory framework of the left bank of Nistru river, related to the rights of Roma and to the instauration of Roma community mediators institution, specifically focusing on contributing with experience and knowledge, from the right bank of Nistru river, on the establishment and functioning of the Roma community mediators' institution;
- Develop a roadmap for the creation of the Roma mediator's institution in the Transnistria 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 Transnistria 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:

Nr.	Expected Deliverables	Expected Workload (workdays)	Indicative Timeframe
1.	Report on the field visits to areas densely populated by Roma on the left bank of Nistru river drafted	5	July 2020
2.	Revision and provision of comments to the analysis of the regulatory framework of the left bank of Nistru river, with a focus on the experience and knowledge of the functioning of the Roma community mediator institution on the right bank, performed	2	July 2020
3.	Roadmap for the creation of the Roma mediator's institution in the Transnistria region drafted	12	July - August 2020

4.	Multi-stakeholder action plan for the establishment of Roma community mediators on the left bank of Nistru river developed	8	November 2020
Total number of days		27	

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:

- Completed high school education;
- University degree in social science, law, human rights or other relevant discipline would be a strong asset;

- 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 of working in the Transnistria 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 Transnistria region of the Republic of Moldova would be considered a strong advantage.

Language Requirements:

- Fluency in oral and written Russian; working knowledge of English and 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;
2. Financial proposal (lump sum and fee per day in USD, 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.