



TERMS OF REFERENCE

Job title:	Consultant on curriculum development and advocacy to support community-based volunteer firefighting stations under Project “Promotion of climate change and disaster risk reduction solutions in the water and civil protection sectors for enhanced rural resilience”
Duty station:	Chisinau, Moldova
Reference to the project:	“Promotion of climate change and disaster risk reduction solutions in the water and civil protection sectors for enhanced rural resilience”
Contract type:	Individual Consultant
Expected duration of the assignment:	October 2020 – December 2020, 30 workdays
Starting date:	October 2020

I. Background

Considering its economic structure and geographic features, Moldova is highly vulnerable to climate change and is exposed to disasters due to hydrometeorological phenomena and natural hazards. While drought and floods are among top hydro-meteorological hazards caused by extreme weather and climate events, due to the current and projected abnormal high temperatures leading to water scarcity, the incidence of forest fires is increasingly posing a threat to natural ecosystems, the agricultural system and human settlements.

Such high exposure is due to the country’s dependence on rain-fed agricultural production, which is tied to climate, making it the most vulnerable of all economic sectors. This is primarily due to the shortage of water for agricultural needs and limited resources and capacities to plan and put in place water storage facilities for irrigation needs in rural communities of Moldova, especially, since climate projections show larger rainfall events in the future, which could supply such facilities.

Climate scenarios also indicate the country is strongly trending towards becoming more arid. Unfortunately, rural communities experience a capacity deficit in terms of fire prevention, preparedness and timely response, mainly due to the liquidation of over 400 equipped and capacitated firefighting units. It resulted in increased response time and lower awareness of fire risks by the rural population, subsequently leading to considerable increase in loss of life, property and affected ecosystems. It is widely accepted that rural women are disproportionately affected by fires due to them being mostly engaged in cooking in unsafe cook stoves and collection of firewood in ecosystems that might be at high risk of fires.

Against this background, the project aims to increase resilience and adaptive capacities of rural communities to climate change and disasters through improved water storage infrastructures and disasters risk reduction measures. The project is supporting implementation of climate-smart water management solutions for agriculture, flood management, fire prevention and expansion of community-based rescue/firefighting teams in rural communities of Moldova with the purpose of reducing the exposure and vulnerability of the rural communities to climate change and disaster risks. The project will be implemented over a period of 36 months and the activities are clustered around 2 major outputs intended to produce impact in 5 districts of Moldova, in the Central (Hîncești, Criuleni and Ungheni districts) and Southern (Leova and Cantemir) regions.

The expected **impact** of the project is: **improved resilience of rural communities' livelihoods in the face of climate change**

The **overall project outcome** is **strengthened local policies, capacities and infrastructure, which enable climate and disaster resilient development at the community level.**

Projects outputs are as follows:

Output 1 - Adaptation interventions in the water sector for agricultural purposes and flood management demonstrated and local climate change related policy frameworks in place in a selected number of districts.

Output 2 - Community-level climate and disaster management capacities improved for risk reduction, prevention and timely response.

Under the 1st output, 2 major activities will be implemented: *1.1. Mainstream climate change adaptation and disaster risk management priorities into local development planning frameworks* with intention to widely involve various stakeholders ranging from the private sector to vulnerable groups (out of which 50% will be women) into policy development and decision-making over priorities that affect their well-being; and *1.2. Piloting of water storage infrastructures in 5 districts of the country to enhance adaptation to climate change in the water and agricultural sectors* by providing grants to at least 15 farmers, including women, to put in place climate-smart water systems, such as, for instance, water storage basins.

Under the 2nd output, 2 major activities will be implemented: *2.1 Establish community-based rescue and firefighting brigades in the most vulnerable and risk exposed districts of the country*, which are considered an instrument for resilient community development that will cover a radius of up to 10-20 km and a maximum intervention time of 15 minutes; and *2.2 Conduct capacity development for climate and disaster response local teams and raise awareness towards building a culture of safer living* in order to ensure that the performance of the climate and disaster response local teams in the target communities reaches its full capacity and that the local population have an enhanced understanding of the response patterns in case of disasters.

The benefits of the project will materialize through increased water availability for resilient livelihoods, reduced exposure to disaster and fire risks for 55 villages (approximately 58,714 people, including 39 300 women), where 990 households (2930 people) are identified as socially and economically vulnerable.

For the purpose of this project and the definition of the General Inspectorate for Emergency Situations (GIES), as vulnerable groups and individuals are defined people with diminished capacity to anticipate, cope with, resist and recover from the impact of a natural or man-made hazard. Those include: 1st Group – Persons who are alone and/or sick that are tied to bed and cared for by social assistants; 2nd Group – Poor families with many children and families without one or both parents; and, 3rd Group – Old persons with limited mobility.

In the process of establishing contacts and creating links with other entities in view of implementation of the Project, UNDP and the Project team have applied for the support of the UNDP-Czech Trust Fund. Since 2004, the Czech government and UNDP in Europe and Central Asia have cooperated to bring best practices and comparative knowledge to countries throughout the region. During the past 14 years, the Czech-UNDP Trust Fund project supported 215 initiatives that followed an overarching objective – to contribute to the sustainable development in the region.

The Czech-UNDP Trust Fund achieved this success, through arranging cooperation of multiple parties, delivering needed administrative support and creating and running a database of experts.

Having this opportunity, UNDP Moldova has called for the support of the Czech-UNDP Trust Fund in the implementation of Component 2 of the Project. The Trust fund has expressed its support to promote the advancement of community-based firefighting system in Moldova by deploying an experienced International Consultant in the domain who will be tasked to:

- (i) Assisting the National Inspectorate for Emergency Situations to develop a concept on community-based rescue and firefighting units as part of the NIES country-wide system.
- (ii) Assisting the Project and NIES in identifying the best measures and methods of interventions given the local circumstances coupled with international best practices in the domain.

- (iii) Provide recommendations and guidance on the possibility of initiating local rescue and firefighting teams based on principles of volunteering, or a mixed approach of combining professional and volunteer team members under the same community-based unit.
- (iv) Organize a series of workshops to secure transfer of knowledge and expertise

II. Scope of work and expected outputs

In order to ensure that the performance of the climate and disaster response local teams in the target communities is exercised at its full capacity, this assignment will concentrate on the review of the current training curricula and attestation for professional firefighters and rescuers and based on it -- elaborate a curricula for volunteer and community level firefighters and rescuers incorporating the specifics for this non-professional intervention group. Thus, the main outcome of the assignment is to ultimately strengthen the professional capacities of the community-level rescue/firefighting staff and volunteers from rural communities through a tailor-made and targeted training curricula and attestation process.

At community level, each rescue and firefighting unit is expected to be composed of 10 permanent staff at service in the community where the station is located, and volunteers located in nearby communities, which all need to undergo specific professional trainings. Currently, such trainings are carried out in an improvised manner by three training centers of the General Inspectorate for Emergency Situations which rely on the training curricula for several target groups. However, a tailored and specific training curriculum for such community-based teams is still unavailable. In this context, the project will support its main stakeholder, the General Inspectorate for Emergency Situations (GIES), to implement such a curriculum that would include minimum training and attestation standards for non-military volunteers and employees of community level firefighting and rescue stations. Furthermore, under this assignment the consultant will work with GIES to advocate for amendments to the Law on Volunteering no.12 1 of 18 June 2010 to include provisions on medical insurance for volunteers operating in the rescue and firefighting system.

Under the current assignment, the consultant is expected to carry out the following activities:

1. Develop and present an Activity Plan to be approved by the Project and GIES.
2. Conduct a review of Moldovan legislation, current curricula and attestation regulations as well as international practices described in the Czech Trust Fund team report developed earlier in 2020 to determine the current state of the domain of training for professional and volunteer firefighters and elaborate the draft methodology for developing the training curricula for community based volunteer firefighters and rescuers.
3. Conduct needs assessment through a series of meetings and discussions with GIES specialists, GIES Training Center and other relevant stakeholders, validate the draft methodology to determine the requirements for curriculum for community-based firefighting stations staff and volunteers, which is currently inexistent.
4. Elaborate a training curriculum for community-based non-professionals firefighters and rescuers, including, but not limited to specialized training and attestation modules as well as attestation regulations with focus on community level professional and volunteer firefighters.
5. Work closely with the Ministry of Education of Moldova and GIES Training Center to support the process of approval of the new curricula.
6. Based on the final report of the Check experts, detail a set of key recommendations for the amendment of the existing Law(s) and regulations pertaining to volunteering, that would incorporate the possibility of insurance and other incentives for volunteers, including the recommendations provided within the report of the Czech Trust Fund mission which will be provided to the consultant.
7. Prepare a presentation and present the outputs of the assignment to GIES and UNDP.
8. Prepare a Final Assignment Report incorporating processes, findings, conclusions and recommended modifications to legislation and training curricula.

Deliverables and Timeframe

No.	Deliverables	Tentative timeframe/deadline
1.	Desk review of current legislation and curricula conducted. Desk review report documented with initial findings.	By end of October 2020
2.	Organize and conduct meetings with stakeholders and identify preliminary findings and elaborate draft methodology for the development of the curriculum.	By end of October 2020
3.	Official documentation and recommendations to legislation discussed with GIES and relevant parties for final validation.	By end of October 2020
4.	Presentation of updated curriculum and recommendations to legislative modifications	By end of November 2020
5.	Curricula accepted by the Ministry of Education and incorporated as part of GIES Training Center activities	By end of December 2020
6.	Submission of Final Report	By end of December 2020

All documentation related to the assignment will be in Romanian. Before submission of the deliverables, the consultant will discuss the draft documents with stakeholders (e.g. General Inspectorate for Emergency Situations, UNDP and others) so that final products reflect their comments. UNDP is not required to provide any physical facility for the work of the IC. However, depending to the availability of physical facilities (e.g. working space, printer, telephone lines, internet connection etc.) and at the discretion of the UNDP such facilities may be provided at the disposal of the IC.

This is a part-time consultancy. The timeframe for the work of consultant is planned for September 2020 – December 2020.

Management Arrangements: The consultant will work under the guidance of CCDRR Project Manager.

Financial arrangements: Payments will be disbursed in two instalments, upon submission and approval of deliverables, and certification by UNDP Moldova Project Manager and the General Inspectorate for Emergency Situations that the services have been satisfactorily performed.

III. **Qualifications and skills required:**

I. Academic Qualifications:

- University degree in law, disaster risk management or other relevant fields.

II. Experience and knowledge:

- At least 5 years of progressively responsible professional experience working on disaster risk reduction associated with firefighting as part of development programs/projects.
- At least 5 years of experience in working with Moldova's state institutions involved in disaster risk reduction and firefighting, including in matters related to elaboration and implementation of curricula, trainings and capacity development.
- At least 3 assignments during the previous 5 years in working with the development and improvement of training curricula, educational materials in fields related to firefighting and disaster risk management.
- At least 3 years of experience in conducting needs/capacity assessment and in developing training curricula to various target groups.
- Ability to communicate ideas in a manner conducive to their practical application.
- Comfortable working as part of a team to add value to collective results.
- Experience of working and collaborating with UN is an asset.

III. Competencies:

- Excellent written communication skills, with analytic capacity and ability to synthesize project outputs and relevant findings for the preparation of analytical documents.
- Capacity to build strong relationships with beneficiaries, to focus on impact and result and to respond positively to feedback.
- Excellent language skills in Romanian is mandatory. Knowledge of Russian and/or English will be an asset.

IV. Personal qualities:

- Proven commitment to the core values of the United Nations, in particular, for differences of culture, gender, religion, ethnicity, nationality, language, age, HIV status, disability, and sexual orientation, or other status.

The UNDP Moldova is committed to workforce diversity. Women, persons with disabilities, Roma and other ethnic or religious minorities, persons living with HIV, as well as refugees and other non-citizens legally entitled to work in the Republic of Moldova, are particularly encouraged to apply.

IV. Documents to be included when submitting the proposals:

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

1. Proposal:
 - Providing a brief information on each of the above qualifications, item by item and a brief explanation on how they will approach and conduct the work.
2. Financial proposal (in USD), specifying a fee per day and total requested amount including all related costs, e.g. fees, per diems, travel costs, phone calls etc.
3. CV with at least 3 names for a reference check.
4. Offeror's letter to UNDP confirming interest and availability for the individual contractor (IC) assignment.