



TERMS OF REFERENCE

Job Title:	Lead consultant on mainstreaming human rights-based approach to social work
Hiring Unit	UN Human Rights Office (OHCHR)
Contract type:	Individual Contract
Duration of assignment:	15 September 2021 – 20 April 2022 (up to 180 working days)
Deadline for applications:	31 August 2021

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 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. 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; (iii) Integrating human rights in sustainable development; (iv) Enhancing civic space and people's participation.

Starting from 2021 the HRA presence in Moldova jointly with UNFPA is implementing the project "Empowerment of Older Women and Women with Disabilities in Moldova" (2021-2022), implemented with the contribution of Swiss Development Cooperation (SDC) in the context of the UN Socio-Economic Response and Recovery Plan in Moldova. The main aim of the project is the empowerment and building of social resilience of older persons by fostering intergenerational dialogue with young people and improving their access to quality social services. It also aims at building the capacity of social professionals in applying a human rights-based approach in their work. As part of the OHCHR component of the project, the staff of the faculty of social assistance will be enabled to apply and transmit a human rights-based approach to and in their teaching, and trainers of the social assistance services will have an increased knowledge on human rights and human rights-based approach, which

they will integrate in their trainings. The main partners of the project are National Agency for Social Assistance and Social Work Department of the Moldova State University. Two main results are envisaged: (1) Human rights are mainstreamed in the curriculum of the faculty of social work at the state university and (2) Human Rights training package drafted (off- and on-line) for staff of the National Agency for Social Assistance (NASA), as well as for all the specialist in the field of social work, including in the field of social services delivery.

Under the direct supervision of the Human Rights Adviser, in close collaboration with the Human Rights Officer, the lead consultant will coordinate the process of developing the initial and in-service training program on human rights-based approach to social work and the process of capacity building of professionals from the Social Work Department of Moldova State University and pool of trainers from NASA. The process will be conducted together with the Mobilization consultant to facilitate the process of mainstreaming the human rights-based approach in the initial training of social workers and other specialists in social field and the Consultant to mainstream human rights-based approach in the in-service training of social workers and other specialists in social field.

Besides the coordination of a team of three consultants, the consultant will review the existing training program and curriculum of the initial training program of the social workers from the human rights perspective, will identify the needs for mainstreaming human rights, will develop the necessary materials, and will contribute to building the capacities of the team of lectures of the Social Work Department of Moldova State University and of the pool of trainers of the National Agency for Social Assistance. The consultant will work in close cooperation and consultation with the representative of the Social Work Department and other consultants involved in the human rights mainstreaming in the initial and in-service training program of social workers. Also, for understanding the needs of capacity building of future specialists, the consultant will cooperate with the National Social Assistance Agency.

Scope of Work, Duties and Responsibilities

The Consultant works under the direct supervision of the Human Rights Adviser, in close collaboration with the Human Rights Officer. He/she will also work closely with staff of the Social Work Department of the Moldova State University and National Social Assistance Agency for the effective achievement of expected results.

Under the present Terms of Reference, the Consultant will:

- i. Develop a training programme for mainstreaming a human rights-based approach in the initial training of social workers, in cooperation with the Social Work Department of Moldova State University.**
- a. Analyse the existing educational program that is being used by the Social Work Department of Moldova State University in the initial training of the social workers and assess the extent to which human rights have been and can be mainstreamed in the existing educational programme.

The process of analysis will include the review of the existing documents, including the materials developed at international level and jurisprudence emanating from the United Nations Treaty Bodies and other mechanisms, discussions and consultations with

lecturers and students, as well as the representatives of the National Social Assistance Agency. Develop the concept of mainstreaming human rights and human rights-based approach to social work in the initial training of social workers. Based on a needs assessment the proper option for integrating human rights will be identified: developing a separate course on human rights-based approach to social work and/or mainstreaming human rights through the existing courses.

- b. Develop the set of educational curricula and materials/initial training package based on the established concept. The content of the training package will also include interactive exercises and lesson self-checks.
- c. Conduct consultations sessions/meetings with the representatives of Social Work Department and students, to ensure a participatory and consultative process of developing the concept and educational materials.
- d. Based on the revised curricula, train lecturers on human rights and the HRBA to social assistance, by conducting a training (at least 3 days of training). This will include developing, beforehand, the concept, agenda, training materials. The training will serve also as a basis for testing of the developed materials.
- e. Adapt and finalize the curricula and educational materials (training package), based on the feedback received during the lecturers' training.

Note: The process will be conducted with the support of the Mobilization consultant to facilitate the process of mainstreaming human rights-based approach in the initial training of social workers and other specialists in social field.

ii. Coordinate and co-facilitate the process of developing the initial and in-service training program on human rights-based approach to social work and the process of capacity building of professionals from the Social Work Department of Moldova State University and pool of trainers from NASA.

Under this task, the Lead consultant will coordinate and co-facilitate, together with the OHCHR team and consultants the process of developing the initial and in-service training program for mainstreaming human rights-based approach in social work. For this, the consultant will, among others:

- a. Develop the plan of actions for ensuring the implementation of the output of the project, under OHCHR responsibility: the staff of the faculty of social assistance are enabled to apply and teach a human rights-based approach to and in their teaching, and trainers of the social assistance services have an increased knowledge on human rights and human rights-based approach.
- b. Provide support, review and co-facilitate the process of developing the training needs assessment, development of on-line and off-line training programme and conducting the ToT for the NASA pool of trainers.
- c. Ensure the implementation and reporting on the development of the initial and in-service training programme and capacity building.

Specific deliverables, expected workload and indicative timeframe for the above tasks are presented below:

Nr.	Deliverables expected	Expected Workload (workdays)	Indicative Timeframe
1.	Analysis of the existing educational curriculum conducted and concept for mainstreaming the human rights-based approach to social work developed.	35 days	October 2021
2.	Meeting for presentation and consultation of the analysis and concept of mainstreaming the HRBA to social work conducted and concept adapted based on the consultations	5 days	November 2021
3.	Individual sessions with the staff/lectures of the Social Work Department for discussing on the opportunities of integrating the human rights in the course they are teaching, conducted (based on the concept approved), as well as with the staff of NASA	15 days	October – November 2021
4.	The educational curriculum developed / revised and consulted with the staff of the Social Work Department	20 days	December 2021
5.	The full content of the initial training package, including the course support, accompanying exercises and self-checks, developed, consulted and finalized	45 days	end January – beginning of February 2022
6.	The concept, agenda and educational materials for organizing of at least 3 training days on human rights-based approach to social work developed.	6 days	February 2022
7.	At least 3 days training for lecturers on human rights and the HRBA to social assistance organized and delivered and the 3 days ToT for NASA specialists co-facilitated	8 days	March 2022
8.	Training programme and support materials revised based on the feedback received during the consultation process and training	6 days	Beginning April 2022
9.	The process of planning and implementation and reporting on the development of the initial and in-service	40 days	September – April 2022.

	training programme and capacity building coordinated and co-facilitated		
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The payments under these Terms of Reference will be made in two instalments, based on the submitted timesheet and activity report.

Competencies

- Proven 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;
- Displayed cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Accepted responsibility and accountability for the quality of the outcome of her/his decisions.

Job Knowledge/ In-depth knowledge of the subject-matter

- Excellent knowledge of international human rights standards;
- Sound knowledge of the social assistance system and work in the Republic of Moldova;
- Advanced knowledge of the national legal framework in the field of social protection, including social work.

Development and Operational Effectiveness

- Excellent communications and teamwork skills;
- Strong organizational skills;
- Ability and willingness to deploy to the field for 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:

- University degree in social science, law, human rights or other relevant discipline;
- Master's degree/courses in human rights would be considered an advantage.

Experience:

- At least 7 years of professional experience at the national level in human rights work, social assistance work, sociology, as well as experience in promoting the rights of people in vulnerable situation;
- At least 7 years of experience working in the area of social assistance;
- Experience in conducting analysis and developing and providing capacity building programs for the specialists in the social field.
- Experience in working with academia is an asset.

Language Requirements:

- Fluency in Romanian language; Fluency in English would be an asset;
- 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 be given priority in case of equal qualification. OHCHR is committed to reasonably accommodate the working environment for the persons with disabilities.

Documents to be included in the proposal

Interested persons should submit the following documents:

1. Personal CV, including experience in similar assignments and contact details of at least 3 reference persons;
2. A methodological note explaining the approach to the tasks to be accomplished;
3. Financial proposal (lump sum and fee per day in USD, including local transportation, communication and other relevant costs).

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.