

TERMS OF REFERENCE

Location: homebased and Accra (Ghana)

Application Deadline: Tuesday, 26 February 2023

Post Level: International consultant

Languages Required: English and French

Start Date: Friday, 06 March 2023

Expected Duration of Assignment: 23 days

BACKGROUND AND JUSTIFICATION

The ASPR, Austrian Study Centre for Peace and Conflict Resolution is an Austrian-based institute carrying out activities and providing services in the area of training and adult education, conflict resolution (i.e. for instance, dialogue & mediation processes between parties to a conflict) initiatives, and research. These activities are taking place within the realms of and are geared towards contributing to peace and security.

The project Capacity Development for Humanitarian Assistance in West Africa (HAWA IV) aims at strengthening capacities for effective humanitarian crisis response in the Economic Community of West African States (ECOWAS). Through research grounded gender responsive individual competency development, the HAWA/KA IPTC programs are developed for professionals engaged in humanitarian assistance work, i.e. specifically, members/staff working for civil protection authorities, security forces, and NGOs. The Humanitarian-Development-Peace Nexus approach is a key element across the curriculum, together with a constant and active promotion of the enhancement of policy development, deployment capacities, local preparedness, and peace initiatives.

The project activities are implemented in Ghana, in cooperation with the Kofi Annan International Peacekeeping Training Centre (KA IPTC), as well as in Burkina Faso, Senegal, Nigeria, Mali, and Niger in cooperation with HAWA course graduates (alumni) and local partner organisations.

The Core Course, for instance, aims to strengthen capacities for effective humanitarian assistance by providing participants with thorough knowledge and skills of the humanitarian sector. A major benefit lies in the improvement of interaction and mutual understanding between actors from civil protection authorities, security forces, and NGOs involved in humanitarian assistance and disaster relief in the ECOWAS region. Gender as well as the

environment/climate are topics which feature prominently and carry significant weight in our programme.

In October 2021, the ASPR organized a review workshop for the HAWA Core Course which intended to assess the HAWA curriculum. The workshop's findings pointed to a lack of a comprehensive coverage on the various interfaces between climate change and humanitarian assistance beyond discussions on natural disasters as part of disaster typology. A stronger integration of this thematic area is considered highly relevant in the context of the ECOWAS region, where climate change (particularly fast recurring extreme drought patterns followed by flooding), environmental degradation, adverse production activities and practices, unsustainable livelihood practices, insufficient/inappropriate funding schemes and other factors interact, exacerbate humanitarian needs (including large scale displacements) and trigger/reinforce conflict. Such overall complex emergency situations contribute to creating insurmountable obstacles. It is, hence, crucial to strengthen the skills and competences of West African providers of humanitarian assistance in the field of climate action in humanitarian assistance. Furthermore, the mainstreaming of the gender dimension which constitutes a dominant topic of the Women Peace Security HAWA Course was insufficiently covered, thus in consultation with UN OCHA ROWCA, the WFP and UN Women, the decision was taken to offer a new specialisation course on gender responsive climate action in humanitarian assistance.

OBJECTIVE OF THE CONSULTANCY

The objective of this consultancy is to support the development and pilot implementation of a training course on the topic "Gender-responsive climate action in humanitarian assistance. Being well versed in curriculum development and the needs of adult learners, the Consultant will provide subject matter expertise relative to the nexus of climate change and humanitarian needs/assistance, based on the recognition of the importance of integrating gender considerations and building on women/youth as agents of change.

RESPONSIBILITIES/DELIVERABLES

Under the supervision of HAWA Team Management, the HAWA/KA IPTC Course Director and Deputy Director, the consultant will be responsible for the following deliverables (Work packages):

1. **Work package 1: Development of Training Concept**
 - a. Draft 5 days in person Training Concept containing at a minimum overall learning objective, specific topics / sessions to be included to reach overall objective, specific learning objectives by topic including a proposal for duration and the methodological approach, suggestions regarding format – content which

could be delivered as learning units/modules (online) in preparation to on-site residential training. The consultant will closely liaise with the HAWA' program gender expert. A template (for the concept notes) is provided after completion of the hiring process.

- b. Propose/prepare the agenda and the workshop methodology for the Learning Design Development (LDD) workshop in close cooperation with the HAWA Program Manager.
 - c. Present the draft concept and co-facilitate during the LDD workshop (in Accra), which will bring together subject matter experts and professionals in adult education to refine and validate the final curriculum.
 - d. Propose other experts to be involved in the development of specific session topics.
2. **Work package 2:** Development and planning of pilot training.
- a. co-develop course materials (presentations, hand-outs, trainer's guide/manual, exercises/case studies, simulations, compilation of relevant literature) based on the validated curriculum to be piloted in June.

Tentative Schedule

Work package (WP)	Activity/Expected output	Period of implementation / Due date	Number of working days
WP1- Conceptualization	1.1 Perform desk research, draft a curriculum (concept not), propose trainers and facilitators	2 weeks prior to the start of item 1.2	4
	1.2 Workshop agenda including methodological approach	2 weeks prior item 1.3	1
	1.3 Present concept and co-facilitate during the LDD Workshop (expected output: validated concept)	LDD Workshop – after April 17 (in Accra)	2+1
WP 2 – Course Material development	2.1 Review and adjust pilot specialisation course detailed programme and session plans	1 week following LDD	1
	2.2 Comprehensive package of course material (both for trainers/facilitators – trainer handbook & handouts/presentations/readings/exercises for participants)	2 weeks prior to start date of pilot course	14
		TOTAL	23

CORE COMPETENCIES AND VALUES

- An expert in climate change/resilience, ideally with a professional background in humanitarian assistance
- Practical knowledge of the gender - climate change nexus
- Solid understanding of the humanitarian action cycle and its main stakeholders
- Sound knowledge of the West African context in terms of actions towards humanitarian capacity development and climate change mitigation / Disaster Risk Reduction (DRR)
- Proficiency in adult learning concepts and approaches, taking into consideration different learning styles and exploring innovative methods.
- Respect for diversity, integrity, and professionalism

REQUIRED QUALIFICATION

- MA in a relevant discipline ;
- At least 6 years practical experience in working on humanitarian issues, climate issues, resilience-building;
- At least 2 years of experience on capacity development programs in humanitarian settings. The consultant will be working on a very sensitive matter subject to cultural biases in a specific geographic region, it is imperative that s/he has a good knowledge /previous experience of the region;
- An established regional/international network of experts, professionals in the subject matter would be an asset;
- Excellent analytical, facilitation and communications skills and ability to negotiate amongst a wide range of stakeholders;
- Proved experience in editing and proof-reading, familiar with open-source learning management systems;
- Familiar with climate action terminology, humanitarian concepts, human rights/gender terminology and concepts;
- Proficiency in French and English.

CONTRACTING CONDITIONS

The bidder is asked to provide a budget breakdown in specific currency (Euro) and at firm fixed prices. The contractor's proposal shall cover all costs involved to perform the requirements specified in this Terms of Reference with the highest standard of quality and accuracy.

Submit your proposal to the following address: ndour@aspr.ac.at

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