



Terms of Reference

Safeguarding and PSEA Expert

Project #: SYR 1692

Project title: Empowering Syrian Communities: Capacity Building Initiatives for Local NGOs and CBOs

Background and Context

Dorcac plans to provide capacity building for local NGOs and CBOs based in Aleppo under this project. The initiative is based on findings from the Multi-Sector Needs Assessment (MSNA) conducted in October 2023, which identified significant capacity gaps among local NGOs, particularly in the areas of livelihood, protection, and mental health. The MSNA also recommended strengthening the capacity of local actors to provide comprehensive support services. By enhancing the skills of local actors, including community leaders, healthcare providers, and frontline employees, through training and sensitization programs, this project aims to contribute significantly to effective prevention and response efforts.

Location: The training will be conducted in the Syrian territory Aleppo Governorate.

Dates: The training will take place during the month of August 2024 (dates to be defined)

1. Objective:

The main objectives of the training are to:

1. Increase understanding of safeguarding and PSEA principles and their importance in the humanitarian context.
2. Build capacity to prevent, identify, and respond to safeguarding and PSEA concerns.
3. Develop skills to promote a safe and respectful environment within NGOs and among beneficiaries.
4. Foster a culture of accountability and transparency in safeguarding practices.

2. Scope of Work:

The safeguarding Expert will be responsible for the following:

- Introduction to safeguarding and PSEA and its relevance in the humanitarian context.
- Understanding and preventing SEAH and safeguarding incidents.
- Developing and implementing safeguarding and PSEA policies and procedures.
- Reporting and responding to safeguarding and PSEA concerns.
- Promoting a safe and respectful environment.
- Case studies and practical exercises.

3. Target Audience:

The training is intended for staff and volunteers of local NGOs operating in the humanitarian field in Syria. This includes, but is not limited to, program managers, field officers, officers, ORVs, and safeguarding focal points.

4 . Deliverables:

The training will be delivered through a combination of presentations, group discussions, case studies, and practical exercises.

The safeguarding expert will deliver the following:

- A training curriculum that covers safeguarding and PSEA related topics
- A training report that includes an evaluation of the training and recommendations for improvement along with an attendance sheet.
- A follow-up assessment report that evaluates the effectiveness of the training and provides recommendations for improvement.
- Coaching sessions for 2 consecutive months after the training along with detailed reports

5. Qualifications:

The Safeguarding expert should have:

- At least 3 years of experience in Safeguarding and PSEA practices in the humanitarian field.
- Experience in developing and delivering training on M&E mechanisms, indicators, and tools.
- Knowledge of the humanitarian context in Syria and experience working with local NGOs.
- Excellent communication and facilitation skills.

- Fluency in English and Arabic.

6. Expected Outputs

The expected outputs of the training are:

- Increased knowledge and understanding of safeguarding and PSEA principles and practices.
- Improved capacity to prevent, identify, and respond to safeguarding and PSEA concerns and incidents.
- Development of safeguarding and PSEA policies and procedures.
- Enhanced skills to promote a safe and respectful environment.
- Increased accountability and transparency in safeguarding practices.

7. Duration of the Assignment:

The duration of the assignment is expected to be 2 days with coaching sessions during 2 consecutive months after the training.

7. Reporting:

The Expert will provide a report to Dorcas focal point and will work closely with the project team and local partners

8.Evaluation:

The training should include an evaluation component to assess its effectiveness and gather feedback for future improvements.

9. Application Process

Interested candidates should submit their CV, a cover letter, and references to office@lebanon.dorcas.org by July 30,2024 deadline

This TOR framework provides a comprehensive outline for Safeguarding training program tailored to local organizations in a humanitarian context. The trainer should be prepared to adapt the content to the specific needs and context of the participating organizations, ensuring relevance and practical applicability.