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EU REGIONAL TRUST FUND 'MADAD'

الصندوق الاستئماني الأوروبي 'مدد'



Terms of Reference National Consultancy in Lebanon

Project: QUDRA - Resilience for Syrian refugees, IDPs and host communities in the context of the Syrian and Iraqi crisis

Consultant for support in the preparation, implementation and evaluation of the EU Madad Innovation Lab III on Women Empowerment

Job Category: Consultancy

Duration and Period of Assignment: up to 65 days during the period of up to 6 months

Start of Assignment: as soon as possible – end of April

Language: Arabic & English

Location: Beirut

1. Context

Qudra is a multi-donor action financed by EU Regional Trust Fund MADAD and the German Federal Ministry for Economic Cooperation and Development (BMZ) that implements its actions on behalf of the European Union and German Federal Ministry for Economic Development and Cooperation (BMZ). Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) is a leading implementing agency of the action in cooperation with Expertise France (EF), the Spanish Agency for International Development Cooperation (AECID) and the Hungarian Interchurch Aid (HIA). All four agencies endeavor to achieve a coherent concept and implementation in order to contribute to a European solution to the on-going refugee crisis. QUDRA Programme addresses the Syrian refugee crisis and aims to mitigate its destabilizing impact in Turkey, Jordan, Lebanon and Iraq. The objective of the Programme is to support vulnerable populations both in the host communities and the Syrian refugees in these countries.

To achieve the objective to build the resilience of host communities, refugees and displaced persons, the programme offers its support through the following five specific objectives: 1) improving school infrastructure and access to extracurricular activities (e.g. sports); 2) expanding and improving basic vocational skills; 3) strengthening social cohesion through community-based services; 4) building the capacities of the local administrations; 5) and promoting dialogue and exchange of experience between refugees and host communities, with a focus on social relations.

2. Background to the Assignment

Building on the exchange of experience and shared learning across borders, Qudra brings refugees, displaced persons, host communities and other regional and European stakeholders together around

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the table to define new options for action and prospects for the future. This type of participatory approach, involving all stakeholders, has an essential role to play in developing strategies and measures for an appropriate response to the region's refugee crisis. EU Madad Innovation Labs ('Madad Labs') provide a forum for these encounters: here, refugees and other stakeholders work together to identify key issues and problems and, on this basis, to develop potential solutions and initiatives.

Specific objective 5 (SO5) aims at providing opportunities to give a voice to refugees, IDPs and host community members. The module links the other four Qudra Programme modules (or specific objectives) of the programme across the region and accentuates the quality and added value of Qudra as a regional programme. SO5 will engage stakeholders and beneficiaries involved in modules 1-4 in a participatory and empowering way. Madad Labs provide a safe space for facilitated and action-oriented dialogue and innovation, involving a diverse group of stakeholders and participants. At the end of each lab, participants have improved intergroup relations and defined mechanisms for collaboration on vital issues and concerns, which they should also take back into their communities and/or employer organizations. Participants will include representatives from host communities, local administrations, religious leaders, refugees and IDPs and other relevant representatives in a given location.

3. Objective of the Assignment

EU Madad Innovation Labs provide an inclusive framework for national and regional exchange and learning, in which participants from Jordan, Lebanon, North Iraq/KRI and Turkey are trained over the course of four months to jointly develop innovative solutions to challenges in their communities that are related to the Syrian and Iraqi crises. Acknowledging the approach of "for Youth by Youth" and the increasing importance of digital applications permeating all areas of life – and the opportunities the latter offer, the next round of EU Madad Innovation Labs will focus on Youth and Digital Innovation.

An integral part of the EU Madad Innovation Labs is consultation and exchange with and between relevant stakeholders with a twofold objective of creating a safe space for dialogue and mutual learning, and fostering and facilitating sustainable innovation.

The EU Madad Innovation Lab III will focus on the topic of Women Empowerment.

4. Scope of Work

The consultant will support the SO5 Team in the preparation and implementation of the EU Madad Innovation Lab III on Women Empowerment.

4.1. Preparation of Madad Lab III on Women Empowerment

The consultant will support the SO5 team in the preparation of the EU Madad Innovation Lab III on Women Empowerment in the following:

- Mapping of stakeholders working in the field of Innovation and Women Empowerment

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- Compiling information of current activities in the field of Innovation and Women Empowerment
- Conceptual preparation of stakeholder workshops at the different stages of the process
- Preparing Terms of References for consultancies needed for the implementation of Madad Lab III on Women Empowerment
- Design and preparation of the agenda and contents of the different Lab-meetings taking place in January and February
- Support in the selection process of participants of Madad Lab III
- Logistical support in the organization and implementation of the events / activities & event management

*Estimated time for preparation of Madad Lab III: **up to 25 days***

4.2. Implementation of Madad Lab III on Women Empowerment

The consultant will support the SO5 team in the following:

- Event Management of national and regional activities conducted in the frame of Madad Lab III on Women Empowerment
- Documentation of national and regional Lab-meetings
- Logistical support in the organization and implementation of the events / activities & event management

*Estimated time for the support in the implementation of Madad Lab III: **up to 25 days***

4.3. Evaluation and documentation of lessons learnt and best practices of Madad Lab III

The consultant supports the SO5 team in the following:

- Documentation of lessons learnt and best practices of Madad Lab III
- Documentation of lessons learnt and best practices of Madad Lab I to Madad Lab III

*Estimated time evaluation and documentation of lessons learnt and best practices: **up to 15 days***

5. Timeframe, volume, deliverables and reporting

5.1 Timeframe and volume

The consultant will support the SO5 team from November till the end of April in the preparation, implementation and evaluation of the EU Madad Innovation Lab III on Women Empowerment for up to 65 days.

5.2. Deliverables

- All documents related to the tasks mentioned under 4. Scope of Work
- Timesheet

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5.3 Reporting

1. The consultant will report to Qudra SO5 team leader and Qudra SO5 team Lebanon
2. The consultant will work closely with the Qudra SO5 team Lebanon

6. Profile of consultant

Education:

- Advanced university degree (Master Degree or above) in social sciences, or other relevant disciplines

Experience:

- At least 5-7 years of experience in preparing and implementing complex dialogue formats and innovative processes in the region
- At least 5 years of experience working with topics related to Women Empowerment, preferable related to refugees and host communities in Lebanon and/or the region
- At least 3 years of experience working as a consultant for international organizations and/or development agencies in Lebanon and/or the region
- At least 3 years of experience in event management
- Knowledge and work experience of working with refugees and host communities in Lebanon
- Deep knowledge and application of a Do-No-Harm approach
- Commitment to respecting deadlines and the delivery of outputs within the agreed time-frame
- Understanding of the Qudra Programme and the EU Madad Innovation Lab activity
- In depth understanding of regional context regarding the Syrian refugee crisis

Language requirements:

- Fluency of English and Arabic language is required

7. Application Process

Please send your technical offer, your CV and 2—3 references for your above-mentioned skills by mail to procurement.libanon@giz.de

Note: Only applications containing the mentioned documents will be taken into consideration.

- Subject of the mail: "Consultancy Qudra SO5 | Consultant for support in the preparation, implementation and evaluation of the EU Madad Innovation Lab III on Women Empowerment"
- **Deadline is November 28, 2018**

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Note: Any change to this ToR which might be proposed by the consultant or the beneficiary must be discussed and agreed with the contracting authority (GIZ).

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