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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

Moderator for the Regional Exchange Meeting | Madad Lab II on Youth and Digital Innovation

Job Category: Short-term Consultancy

Duration and Period of Assignment: up to six days, January & February 2019

Start of Assignment: as soon as possible

Language: Arabic & English

Location: Lebanon, preferable 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) and with the Spanish Agency for International Development Cooperation (AECID). All three 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.

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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 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 were 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 second round of EU Madad Innovation Labs focused 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 Youth and Digital Innovation Labs:

- Bring together young people and a range of stakeholders to stimulate cross-border dialogue and collaboration, under the guiding question: **"How can young people from refugee, IDP and host communities tackle their problems using digital innovations?"**

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- Support youth in identifying challenges linked to the Syrian and Iraqi crises, and in jointly designing innovative solutions (prototypes) that benefit their communities, while building on digital technology and design thinking methods.

In February 2019, Qudra's SO5 "Facilitating Dialogue and Dissemination" aims at inviting representatives of Qudra's commissioning parties and relevant stakeholder who have been involved in design, mentorship and/or the implementation of the Madad Lab workshops or prototypes thus giving them the opportunity to discuss about lessons learnt, best practices, impacts of "Youth and Digital Innovation to foster resilience of refugees, IDPs and the host communities in the context of the Syrian and Iraqi Crisis"

4. Scope of Work

The Regional Exchange Meeting between representatives of commissioning parties and relevant stakeholders in the field of youth and digital innovation will take place on 12. & 13. February 2019 in Beirut. The moderator prepares the workshop-methodology in strong coordination with the Qudra SO5 Advisors and moderates the two-days meeting with up to 30 participants. After the meeting, the moderator prepares a detailed documentation of the meeting including the used methodology and outcomes.

4.1 Design and preparation of the agenda and contents of Regional Exchange Meeting

The moderator prepares the workshop-methodology in strong coordination with the Qudra SO5 Advisors using innovative methods and tools. The agenda and methodology of the exchange meeting shall be prepared and shared with the Qudra team two weeks in advance.

Estimated time for the preparation of workshop moderation: 2 days, each day 8 hours

4.3. Moderation of the Regional Exchange Meeting

The facilitator moderates the two-days Regional Exchange meeting in coordination with the Qudra SO5 Advisors.

Estimated time for moderation of workshops: 2 days, each day 8 hours

4.4. Documentation of the Regional Exchange Meeting in a user-friendly way

The moderator prepares a detailed documentation of the meeting including the used methodology and outcomes English and if needed in Arabic.

Estimated time for the documentation of the Lab-meetings: 2 days, each day 8 hours

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5. Timeframe, volume, deliverables and reporting

5.1 Timeframe and volume

The moderator starts the preparation latest mid-January and works in cooperation with SO5 Advisors on the agenda and methodology of the exchange meeting. The meeting will take place on the 12. & 13. February. The detailed documentation shall be handed in till the 20 February.

5.2. Deliverables

- Outlines / Agendas of moderation and methods / tools used for Regional Exchange Meeting
- Detailed documentation of Regional Exchange Meeting in a user-friendly way in English and in Arabic

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 7-10 years of experience in moderation of complex dialogue formats and innovative processes in the region
- At least 7-10 years in working with participatory and innovative dialogue methods and tools in the region.
- Knowledge and work experience of working with international agencies in the region
- Knowledge and work experience of working 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
- Able to motivate a diverse group of people and establish trust with and between participants
- 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

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7. Application Process

Please send your CV, technical offer 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 | Moderator for the Regional Exchange Meeting | Madad Lab II on Youth and Digital Innovation"
- Deadline is December 26, 2018

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