

Terms of reference (ToR)

Consultancy tasks on rehabilitation and reintegration for working children as a pilot phase model

Background:

Child labour is one of the significant labour and child protection issues that has affected the children of Syria since the beginning of the conflict. Although systematic information is not available, anecdotal evidence suggests that many of the children who are in child labour are engaged in its hazardous forms. These include work in hazardous environments such as unprotected construction sites, exposure to extreme heat or cold, exposure to chemicals, long hours of work and working in conditions that make the child vulnerable to abuse and exploitation.

In response to the increasing incidence of child labour in Syria, the Government, several UN agencies and NGOs have attempted to address the issue, mainly by integrating it in existing child protection interventions. The Government has also developed a draft national action plan to address the issue through a multi-faceted approach. With their combined efforts, stakeholders on the ground have started to tackle child labour in some areas on a limited scale. However, the issue has now reached a point where specific technical expertise is needed to develop holistic and sustainable solutions to the issue, not only building on what has been achieved through the humanitarian response, but also through additional interventions linking child labour to livelihoods, education, labour inspection and child protection.

ILO has re-established its presence in Syria since June 2017. It has developed, and agreed on a concept for intervention in Syria with the Ministry of Social Affairs and Labour, The Syrian Commission for Family Affairs and Population and other UN agencies. Since April 2017 ILO has engaged with actors in Syria sharing technical expertise with the government and other UN agencies.

ILO plans to implement a child labour project in Syria that includes a capacity building provided to local NGOs. In view of the complementarity of the two agencies' activities, ILO and UNHCR look forward to a collaborative approach to implementing joint activities to meet the objective of the training.

Objective of the consultancy:

Under this project output 1.1, 1.2, 2.1, 2.2¹ the consultancy is planned to:

1. Capacity building for NGOs practitioners who work with UNHCR Syria and who already has psychosocial support experts to train them practitioners on direct interventions related to elimination of child labour, identification of children in child labour, including definitions of child labour and Worst Forms of Child Labour, and mainstreaming of child labour in existing interventions and programmes of existing NGOs and UNHCR in their community centers.

¹ Project outputs:

- Output 1.1 Psychosocial support provided to 250 children involved in or at risk of child labour.
- Output 1.2 Child labour integrated into MSP curricula, and relevant education activities provided to 400 children, using SCREAM and other materials.
- Output 2.1 Revised manual for Multi Service Platforms and Child Friendly Spaces developed and rolled out, which integrates child labour concerns.
- Output 2.2 MSP and CFS project staff trained on child labour issues and the use of the revised manual.

2. To understand the context of child labour as reference for any intervention on different potential rehabilitation and reintegration programmes.
3. Revise the Multi Service Platform, SOP manual, any related written materials to insure child labour is well incorporated in community centers in four different governorates
4. Follow up remotely with service providers and request case studies from the ground.

Activities

Activity 1: The consultant will build the capacity of 20 NGOs practitioners as follows:

- Desk review and preparation for training in Arabic.
- Presenting, acting as main facilitator and supporting other needed trainers at a 5-day training in Lebanon (4-day as one day will be left for Mr. Pierre Filfli for carrying TOT).
- One of those days will be a field training at a leading NGO child labour centre in Lebanon.
- Follow up remotely with service providers and request case studies from the ground by providing the needed support.

Activity 2: Revise the Multi Service Platform, SOP manual, any related written materials to insure child labour is well incorporated in community centers in four different governorates

- Read and review Manual carefully.
- Assess gaps as to child labour in report.
- Draft/produce child labour information to be added to guide.
- Ensure that specialized child labour issues (especially based on the Arab Region good practices) are made use of in different child labour activities and interventions within the Syria child labour project.
- Provide specialized support in terms of materials/information/manuals in Arabic or English as needed

Activity 3: The consultant will participate in developing the revised manual for multi-service platform and the SOP for community centers, and rolling it up to ensure the integration the child labour concerns.

Activity 4: project staff of 4 different NGOs are trained on the use of revised manual.

Competencies:

1. Lateral thinker able to apply global guidance and policies in country settings;
2. Abilities to translate global guidance tools into concrete training materials
3. We may also need abilities to translate global guidance tools into concrete training materials
4. Excellent training abilities
5. Highly structured and organized;
6. Excellent analytical skills and ability to identify problems and propose solutions;
7. Efficient in meeting commitments, observing deadlines and achieving results;
8. Strong inter-personal skills;
9. Excellent communication skills, both oral and written;
10. Team Work/Communication/Self-Management.

Qualifications:

1. University degree in social sciences or equivalent with at least 3-4 years of experience on child labour elimination (prevention, withdrawal, protection)
2. Demonstrated work experience in PSS prevention and response programming and coordination in humanitarian settings;
3. A practitioner who has NGO experience /social work experience working on child labour
4. Knowledge of monitoring and evaluation approaches in humanitarian settings;
5. Excellent written and spoken Arabic is required
6. Excellent written and spoken English is desired.

Timing and Duration of the Consultancy:

The consultancy will be conducted from Mid-January 2019 – April 2019 for approximately 36 days during this time. (Tentatively)

Scope of the Work:

The International Consultant will be responsible for supporting the working group in formulating a clear concept of Psychosocial Support principles, based on the principles of gender equality and human rights-based approach (accountability, non-discrimination, transparency and participation).

The international consultant will perform the following:

- 1- Ensure the scale up in training and orientation program for NGOs case managers in implementing NGOs in 4 governorates (Damascus, Rural Damascus, Homs, Aleppo).
- 2- Elaborate and propose the institutional framework, monitoring and evaluation indicators, applicable for the policy option chosen by the 20 persons working group
- 3- Identify and recommend to the working group on PSS the most optimal policy option, as well as an Action Plan for its implementation.
- 4- Identify in a participatory manner, describe and analyze the main problems related to the aspects of PSS.
- 5- Define the overall goal and objectives of the PSS training document.
- 6- Provision of mentoring/coaching plan with close coordination with local expert.
- 7- Development of evidence-based education and training modules

Deliverables:

1. Provide the project manager with the criteria of selecting the trainers.
2. Set of training materials for training for practitioners of child labour centres.
3. Pre- and post-test questionnaires developed, tests executed and test reports submitted.
4. Four days training on Psycho-Social Support in Beirut with evaluation forms at the end of the training.
5. Development of mentoring/coaching plan with close coordination with the project manager.
6. Develop an action plan for the future local trainings.
7. Selecting the four best trainers out of the 20 participants to train the local trainers in Syria.
8. Report on Psycho-Social Support training in English\Arabic.
9. A copy of Revised Multi-Service Platform and Community Centers SOP manual.

10. Report on coordination meetings and developing the revised Multi-Service Platform and Community SOP manual and rolling it out, and the on the lessons learned, progress and evaluation results, recommendations and guidelines for implementation of PSS activities.
11. Develop 4 case studies in 4 different community centers in different governorate.
12. Set of training materials for training for practitioners of child labour centres on the use of the revised manual.
13. Pre- and post-test questionnaires developed, tests executed and test reports submitted.
14. Five days training on Revised Multi-Service Platform and Community Centers SOP manual in Beirut with evaluation forms at the end of the training.
15. Development of mentoring/coaching plan with close coordination with the project manager.
16. Draft report in edited English (Calibri 11, single spaced) (between 20 to max 30 pages)
17. Final report that integrates comments from the ILO, to the satisfaction of the ILO.

Selection criteria:

The selected candidate will be expected to have:

- Proven expertise and experience in the area of child labour elimination and/or psychosocial support field in the context of child protection (3-5 years).
- Direct experience of operating international level in the Middle East region
- Excellent drafting and analytical skills

Budget:

Rate of consultant all inclusive of any logistics, travel expenses, communications, and translations needed for the project within Lebanon. It only excludes travel expenses to Syria when and if needed and possible for a few days follow up at centres' premises.

Supervision:

The consultant will be hired by ILO. The trainer will send progress reports to Leena Rammah, Coordinator for Child Labour Programme, after the completion of each training via Email. The trainer will provide feedback and guidance whenever necessary to facilitate the work.

Payment:

Payment	Deliverables	Deadline
12.5%	Set of training materials for training for practitioners of child labour centres	end of January 2019
10%	Four days training on direct interventions to eliminate child labour including psychosocial support along with a report	Mid-February 2019
10%	Follow up regularly – remotely or field visit meetings along with a report.	Till the end of consultancy
17.5%	A copy of Revised Multi-Service Platform and Community Centers SOP manual.	End of February 2019
12.5%	Set of training materials for training for practitioners of child labour centres on the use of the revised manual.	Beginning of March 2019

12.5%	Five days training on Revised Multi-Service Platform and Community Centers SOP manual along with report.	Mid-March 2019
10%	Develop 4 case studies in 4 different community centers in different governorate.	Mid-March 2019
10%	Development of mentoring/coaching plan to follow up remotely.	Third week of March 2019
5%	30 pages final report in edited English (Times New Roman 11, single spaced) to the satisfaction of the ILO	End of March 2019.

Duration and Fees:

It is expected that the assignment will require 36 working days within a period of three months with the possibility of traveling to Syria.