



Consultancy for the Capacity Development of the Government Staff on Child Protection.

Terms of Reference

Position	Consultant/ Resource Person
Location	FATA Secretariat

Background and Rationale:

The Child Protection issues of abuse, violence, neglect and exploitation in FATA have been a key concern for the government and the development agencies. The armed conflict has further aggravated these issues, by adding on to the vulnerabilities of the children and women in particular. To address these vulnerabilities and the child protection issues there is a need that all the departments shall work through a collective approach by integrating child protection as a regular part of their business. This will only be possible when things are viewed through the child protection lens by the government staff working at mid-level in civil bureaucracy. It will give more value not only when it will come to the designing of the intervention but also to the process of ensuring the effective implementation of these interventions. This will only be achieved if the government staff from the different departments such as health, education, social welfare, local government etc.; are well versed with the subject of child protection and also can translate this knowledge and information into action plans to ensure that it will trickle down to the field level interventions.

In order to achieve this objective the social welfare department with the technical and financial support required the services of a consulting firm which can do the profiling of the relevant government staff at FATA secretariat and then based on the findings of the profiling, can develop the training curriculum on Child Protection for the capacity building of the staff.

Objective:

1. To map relevant departments mandated with the protection of children and their welfare and collect their profiles in terms of relevant staff capacity at different levels of performance / delivery in these departments (at Secretariat, Director, Agency levels);
2. To develop, based on staff profiling, training curriculum and resource materials keeping in view the most relevant aspects of the staff capacity building and assisting them to incorporate the knowledge and skills into actions and projects;
3. To organise two three-days sessions for 50 participants from the government (already profiled) and create follow-up plans for monitoring and supporting them in rolling out their projects / actions;

Duty Station:

The consultant firm can work from anywhere in Pakistan with frequent travel to FATA secretariat and agencies.

Supervisor

Project Director (Director Social Welfare Department, FATA)

Child Protection Officer, UNICEF Peshawar

Major tasks to be accomplished:

The consultant will work in close coordination with CPCU team and will be responsible for the following tasks:

1. Review of the existing / relevant resources and conducting an inception meeting with Social Sectors Department, Child Protection Support Unit and UNICEF;
2. Development and finalization of the tools for mapping of relevant departments (and performance levels) and conducting profiling of relevant staff for capacity needs assessment
3. Compilation of the report based on the mapping and profiling exercise and identification of the areas for capacity development of the staff
4. Development of the training curriculum and related resource materials;
5. Review, finalization and endorsement of the training curriculum and resource materials;
6. Conduction of 2 trainings (3-days each) for capacity building of 50 staff from the already mapped out government departments;
7. Submission of final report.

Deliverables/End Products:

1. Tools for conducting mapping of departments and staff profiling for capacity needs assessment;
2. Report on the mapping and profiling of staff from different departments
3. Curriculum for 3-day capacity building training and related resource materials
4. Deliver 2 trainings of 3 days each;
5. Submission of detailed final report of the consultancy.

Time-Frame:

The total duration of the consultancy is 30 working days starting from 1st March 2015 to 30 April 2015. The consultant will be paid on the basis of accomplishments of the above mentioned

tasks in a qualitative and timely manner acceptable to Social Sector Department FATA and UNICEF. Duration of each task would be mutually decided between consultant and CPCU.

Payment / Schedule of Payment:

Deliverable	Indicative Duration	Payment (%)
1	3 days	10%
2	8 days	27%
3	7 days	23%
4	8 days	27%
5	4 days	13%
Total	30 days	100 %

Specialized knowledge and experience required:

- Institution, organization, or a team of consultants, with specialization in the field of capacity assessment, training design and conduction with at least 10 years of relevant work experience.
- Knowledge of latest developments and approaches in the field of Human Rights and Child Rights, Monitoring and Evaluation, Result Based Management; Strategic Planning, Program Management and Child Protection System Approaches.
- Experience of working with protection agencies, I/NGOs.
- Proven knowledge and experience of conducting TNA, PRA and other relevant trainings.
- Facilitations skills to conduct TOT using participatory methodology.
- Understanding of the development field within Pakistan particularly FATA;
- Strong Knowledge and Understanding of the child protection concepts

How to apply:

To apply, please send your technical and financial proposal along with profiles and covering letter to cpcufata@gmail.com. Applications for this consultancy role need to be submitted by **25th February 2015**.