**TERMS OF REFERENCE**

**Consultant to train Oxfam Partner on Policy Analysis and Conflict Sensitivity and integration into programming**

**INTRODUCTION**

With DANIDA funding, Oxfam instituted Partners Capacity Assessment for six of its partners in Nov. 2019. The assessment report identified areas of strengths, gaps and later Oxfam reached consensus and developed partners capacity development action plan. Around October 2020, as part of Oxfam’s commitment to implement the partners capacity building road map, a five days training was organized for partners. The training made several recommendations and action points which are in the process of being rolled out. The training also provided space for partners interaction and identifying partner to partner learning opportunities. Besides, Oxfam has been providing on job technical support, coaching, mentoring, staff placement, support supervision visits to compliment institutional capacity development and learning. Some of the key areas that required support are advocacy and Policy Analysis, partners conflict sensitivity assessment and integration into programming.

Based on this background, Oxfam South Sudan is seeking a consultant to train partners staff on advocacy, policy analysis and conflict sensitivity assessment and integration into programming.

**OVERALL OBJECTIVE**

The overall goal of the consultancy is to enhance partners skills and knowledge in advocacy and policy analysis and conflict sensitivity programming

**OBJECTIVES OF THE CONSULTANTCY**

1. To train Oxfam partners staff in advocacy and Policy analysis and conflict sensitivity programming
2. To strengthen the skills and experiences of Oxfam partners to become key advocates in policy development, analysis, implementation, and conflict sensitive programming

**METHODOLOGY**

The consultant is expected to develop a methodology that is interactive, participatory, that promotes experiential learning and adaptability to ensure local relevance and understanding

**ROLES AND RESPONSIBILITIES OF THE CONSULTANT**

1. Facilitate participatory partners conflict sensitivity assessments and defining steps on how to integrate conflict sensitivity into programming
2. Develop training materials and program that utilizes innovative participatory and learn by-doing approach

With specific focus on policy analysis and conflict sensitivity programming.

**KEY DELIVERABLES**

1. Training report that captures proceedings including recommendation and action points
2. Training materials for Policy analysis and conflict sensitivity programming

**SCHEDULE OF ACTIVITIES**

|  |  |  |
| --- | --- | --- |
| Activity | Number of days | Planned dates |
| Materials development | 2 | 19th -20 July 2021 |
| Conducting training workshop | 2 | 22nd -23rd July 2021 |
| Writing of training report | 2 | 26th -27th July 2021 |
| Total | 6 |  |

**REQUIRED CANDIDATE COMPETENCIES**

**FUNCTIONAL COMPETENCIES**

* Extensive knowledge in training and programme experience in the field of Advocacy and Policy Analysis and Conflict sensitivity programming
* Excellent analytical, editing and writing skills in English language.
* Proven experience in analyzing and writing high quality reports
* Proven accuracy and attention to detail.
* Strong interpersonal skills and the ability to communicate and work well with diverse and multicultural teams and staff members.
* Demonstrated coordination skills, ability to meet deadlines and work under pressure.

**LEVEL OF EDUCATION**

Master's or advanced degree in one or more of the following disciplines: Social Sciences, Development Studies, Project Management, Political Science.

**EXPERIENCE:**

* Minimum of 5 years of progressively responsible and relevant experience in training and programme development.
* Proven expertise in advising and developing needs-based skills and knowledge in Policy analysis and Conflict sensitivity
* Exposure and experience in the development of partners capacity building initiatives

**LANGUAGE:**

* Fluency in English is required, and knowledge of Arabic, or other local languages is required

**Cover letter which should include.**

* Brief explanation about the consultant with particular emphasis on previous experience with similar work.
* Understanding of the ToR and the tasks to be completed
* Proposed methodology
* Implementation plan