



18/JULY/2022

**ENGAGEMENT OF A CONSULTANCY FIRM OR INDIVIDUAL CONSULTANT
TO CONDUCT A JOINT CAPACITY BUILDING TRAINING TO STAFFS ON DISABILITY
IDENTIFICATION AND INCLUSION.**

TERMS OF REFERENCE (ToR)

INTRODUCTION AND BACKGROUND.

UNIDOR is a Christian based national non- governmental organization established in 2004 in South Sudan registered under (RRC) number 182, under chapter 3, of section 10 of NNGOs acts, 2016. UNIDOR is currently running a consortium project under South Sudan joint response phase 8 focusing on: Child Protection, Food security and livelihood in Unity State Koch County covering payams of Bang, Kuachlual, Mirmir, petepet and Rier.

Through the established project management committees, community mobilisers, Psychosocial support facilitators, Data clerks, Volunteers, Child protection staffs and FSL Staffs. UNIDOR is able to respond to the community based service provision to the women, men, girls and boys through using the established Child friendly spaces, conducting awareness raising on Gender based violence among women and girls, Sexual violence in children, conducting trainings on Child rights and prevention of child abuse among other responses.

To progress in sustaining an inclusive workforce within the SSJR 8, it is important to effectively nurture disability & inclusion through data collection using Washington group of questions tools and conducting trainings to Monitoring and evaluation staffs and other staffs involved in the project life. As part of the SSJR 8 Gender Equity, Disability and Social Inclusion (GEDSI) Strategic Framework (2020-2022) UNIDOR seek to mainstream Gender Equity, Disability and Social Inclusion within SSJR 8 operations and to achieve its goals the element of persons with disabilities has to be factored it through hiring a short-term Disability Inclusion Consultant to support disability inclusion activities.

DUTIES AND RESPONSIBILITIES

SCOPE OF WORK.

The main purpose of this assignment is providing technical support towards the implementation of Disability inclusion activities through the GEDSI Strategic Framework.

THE SCOPE OF WORK HAS THREE KEY OBJECTIVES:

OBJECTIVE 1

Contribute to strengthening of SSJR 8 project activities focusing on Disability Inclusion. The Consultant would be expected to consult with relevant Disabled People's Community, CSO's, stakeholders and partners to provide input towards the Data collection process.

OBJECTIVE 2

Facilitate capacity strengthening trainings for UNIDOR/CARE Support staffs on Disability support for beneficiary groups with disabilities.

OBJECTIVE 3

To develop tools of disability & inclusion and support the team on monitoring and evaluation with focus on engagement approaches and strategies linking it to food security and livelihood and Child protection.

RESPONSIBILITIES.

- Consult with relevant Disabled People's groups of women, men and children, CSOs, Partners and government stakeholders on data collection using Washington group of questions.
- Facilitate capacity strengthening trainings for UNIDOR /CARE staffs on disability and inclusion and using sign languages.
- Support the M&E staffs/AAP staffs with tools on disability and inclusion.
- Provide timely activity reports including inception report.

ASSIGNMENT DURATION AND LOCATION

- The timeframe for this assignment is a maximum of 1 month from the date of the contract.

The Assignment location is locally based in the Unity state -Koch County. The consultant should be familiar with using online collaboration platforms for convening meetings.

PAYMENT MODALITY

The payment modality will be 20% payment upon signing of contract, 40% after providing the first draft of the policy, 40% after providing the final draft report

RESOURCES

The consultant is expected to research widely on accepted practices of the area.

ROLES AND RESPONSIBILITIES

The consultancy firm/Individual expert to be recruited according to the UNIDOR South Sudan consultancy guidelines.

RESPONSIBILITIES OF THE CONSULTANT

- A technical proposal explaining their comprehension of the ToR and how they would approach this assignment, summarising the methodologies and approaches they plan.
- A financial proposal outlining their expected fees, costs of return flights, visas/work permit.
- Develop a training manual
- Provide an end of training report, complete with photos.

RESPONSIBILITIES OF UNIDOR

- UNIDOR will support the Consultant with arrangements for virtual meetings as required. Additionally,
- UNIDOR will prepare a workstation for field base work if needed.
- The consultant will be expected to provide their laptop for the assignment.
- Ensure involvement of the relevant JR partners staff participate in the Training.
- Provide transport to and from areas of the study
- Facilitate consultations with the relevant informants
- Review the draft report and provide feedback to the consultant
- Disburse payment of the service as per the contract agreement.

CONSULTANCY FIRM'S REQUIREMENTS:

Any consulting firm that wishes to provide an offer based on the attached terms of reference (ToR) should refer to the attached Request for proposal's terms and conditions

INDIVIDUAL CONSULTANT'S REQUIRED COMPETENCIES

- Minimum Post Graduate Qualification in Social Sciences or related field.

- Minimum of 5 years of demonstrable experience in supporting Disability inclusion especially in South Sudan.
- Highly developed understanding of Disability Inclusion principles with experience in producing and implementing plans and policies
- Specific experience in facilitating capacity strengthening trainings on disability support
- Excellent verbal, written language skills.

INDIVIDUAL CONSULTANT'S REQUIRED DOCUMENTATION:

Interested and individual consultant must submit the following documents/information to demonstrate their qualifications.

- Letter of Confirmation of Interest and Availability
- Personal CV, indicating all past experience from similar projects, as well as the contract details (email and telephone contact) of the Candidate and at least three (3) professional references
- Technical proposal, including a) a brief description of why the individual considers him/herself as the most suitable for the assignment; and b) a methodology, on how they will approach and complete the assignment c) the advisor's daily rate.

SUBMISSION OF PROPOSAL:

Interested candidates/consultancy firm should submit a technical and financial proposal and testimonies of their experience on related assignments.

The individual consultant applications should be submitted to **email: vicky@unidorss.org and copy dp@unidorss.org and nakaweesa@unidorss.org or hard copy to as specified in the UNIDOR Head Office, not later than **29th July, 2022**. The interviews will be conducted on rolling basis and before the closure of this deadline.**