**Terms of Reference:**

**Consultant for End-Term Evaluation of Oxfam [Country]’s Inclusive Peacebuilding Programme**

# **Background to the programme**

Oxfam South Sudan country programme is funded by the Danish Ministry of Foreign Affairs and has been running from January 2018 to December 2021. This country programme is part of a global Inclusive Peacebuilding programme implemented in a total of 8 countries from 2018 to 2021: Burkina Faso; Colombia; Ghana; Niger; Mali; South Sudan; Uganda; and Yemen. In the South Sudan it is being implemented by Oxfam in collaboration with 4 local partner organisations [namely DARD, YWCA, SALT and NEC].

The overall objective of the global programme is to promote sustainable peacebuilding and prevention of violent conflict with a focus on strengthening the participation of women and youth in conflict transformation and peace processes. In South Sudan the programme is being implemented in Lake state Rumbek Easter and Centre, Central Equatoria Juba town, Greater Pibor Administrative area (GPAA) Verthet, Gurmurk, Lekuangole and Pibor town towards the following objectives: -

**Overall objective**

The objective of the peacebuilding programme is to support conflict-affected populations to influence decision-making processes at local and national levels and achieve results in terms of improved right to education, accountability and strengthened mechanisms for peace, social cohesion, and reconciliation.

**Specific Objective**

* To contribute in Strengthening the civil society organizations and alliances to claim and exercise the right to quality education, constructively participate, engage, and influence peace process and policies.
* To Strengthen the capacity of national CSOs for advocacy, evidence-based policy influencing,
* To involve youth and women engagement in peace process and social cohesion.

**Project Outcomes**

* Enabling environment created for dialogue and regular discussions on pertinent issues between CSOs and Communities at one hand and then CSOs, communities and authorities on the other hand.
* Improved CSO's, Communities and authorities’ capacities to mitigate conflicts and foster peace and reconciliation in project locations
* Civil Society Organizations effective in policy influencing and monitoring of service delivery

As part of its efforts to learn from and be accountable for results and gather insights that will feed into the design of the next phase of the programme, Oxfam will carry out end-term evaluations of the inclusive peacebuilding programmes in all 8 implementing countries during the period September – December 2021. The results of the 8 evaluations will in turn feed into a global evaluation report that will be produced by mid-February 2022.

These terms of reference have been developed as part of a participatory process with Oxfam and partner staff representing all 8 inclusive peacebuilding programme countries, led by a team of global consultants. The terms of reference details the specific tasks that will be required for a consultant based in South Sudan to carry out the final evaluation of the ***“Saving lives now and in future through education, inclusion and through enhancing local capacity in targeted areas of South Sudan”*** project to contribute towards the global inclusive peacebuilding programme evaluation.

# **End-Term Evaluation of the programme**

The end-term evaluation of the global programme is planned to be finalised by February 2022. In order to contribute to the global evaluation, the South Sudan evaluation should be carried out between September and December 2021. The global evaluation is being led by a team of two independent consultants, who also led the participatory design of the evaluation. The national consultant based in South Sudan will receive support from the global evaluation consultant throughout the process, including a briefing on the terms of reference and training on one of the data collections tools.

**Evaluation questions**

The following evaluation questions will guide the evaluation. A full evaluation matrix including an overview of the data sources to be used for each evaluation question will be provided to the selected consultant following contract signature.

1. Do programme participants perceive a contribution by the programme to a reduction of conflict or increased peaceful coexistence? What does this look like?
2. What are the other changes (including unexpected changes) in the lives of target communities to which the programme has contributed?
3. Which programme strategies or external factors were most effective in reducing conflict or increasing peaceful coexistence in target communities?
4. Has the participation of women and youth in peacebuilding been strengthened by the programme and how?
5. Has the set-up of the programme and ways of working enabled or obstructed the achievement of results?
6. What are examples of results achieved by the programme’s support to networks and alliances on peace?

**Methodology**

As far as possible the evaluation implementation in South Sudan will follow the centralized evaluation design as described below. Adaptations will be made where necessary in consultation with the global evaluation consultant, depending on the specific needs and characteristics of the country programme.

**Desk review**

A first phase of desk research will focus on reviewing existing programme documentation, including programme reports, research reports, monitoring data and progress reports. Subsequently, the consultant will establish an overview of the programme and partner staff and other key stakeholders who should be interviewed as part of the evaluation. Actors will be selected according to a sampling strategy that will be provided by the global consultant, with the aim of gaining contrasting views on the programme and its effects. Key documents related to the programme and conflict context will also be reviewed.

**Interviews with CO and partner staff**

In-depth semi-structured interviews will be conducted with Oxfam and partner staff involved in the programme implementation, as identified during the desk research phase, as well as a select number of other key stakeholders who can provide information about the programme. The in-depth interviews will aim to expand the understanding of the strategies that the programme implemented, the views and opinions of staff and partners about implementation challenges and successes, key results, how results (if any) came about (the influencing actors and factors), the sustainability of initiatives and any unexpected and/or negative effects, in order to answer the evaluation questions. The global consultants will design an interview guide for the KII’s, which can be adapted by the national consultant to ensure its relevance for the South Sudan context.

Interviews will be conducted either online or in person (depending on feasibility and prevailing COVID-19 precautions) by the consultant. A total of 12 interviews are expected to be carried out. However, this will be clearly defined after discussing with the global consultant.

The interview notes will be analysed by the national consultant in line with the relevant evaluation questions, aiming to gain a full picture of each programme based on the different points of view of stakeholders.

Following some initial interviews in-country, the consultant will propose a case for the case study (see below). The selection will be made in consultation with the country office staff, partners and the global consultant.

**Story based inquiry**

The evaluation will collect stories from programme participants in intervention communities about their experiences as part of the programme using Sprockler. Sprockler is a methodology and an online platform that allows for collecting, processing, analysing and visualising data. It is specially designed to evaluate complex contexts. It enables users to collect and combine quantitative and qualitative data and presents this in an accessible manner, making it easy to learn about what is happening and make decisions for the future. In regular Sprockler inquiries, respondents are asked to tell a story about an experience (storytelling) and then give meaning to this experience themselves by answering a few questions about the story. Between 50-60 stories will be collected in order to examine any differences and discover patterns.

The Sprockler inquiry will be conducted with programme participants by enumerators, under the management of the consultant. The local consultant is expected to recruit capable and experienced enumerator for each location.

The global evaluation consultant will design the Sprockler inquiry and provide this to the national consultant. The consultant will be expected to attend a training session on using the Sprockler software and will be provided with training materials in order to train the enumerators on the Sprockler approach. A preliminary analysis of the data will be provided to the consultant by the global evaluation consultant and the consultant will be expected to review and provide feedback and their own insights on this analysis.

**Case study on women and youth participation in peacebuilding**

Drawing together information from the desk review, the Sprockler inquiry, interviews with CO and partner staff and any other key stakeholders, the consultant will develop a case study that profiles one aspect of the programme’s strategy to involve women and youth in peacebuilding processes. The case study will briefly describe the programmes’ objectives and the stakeholders involved, before zooming in on one specific strategy implemented by the programme to increase women and youth participation, including the activities actually carried out, the nature of the results, the success of the strategy in terms of contributing to the long-term objectives of the programme as perceived by different stakeholders, the actors and factors that contributed to or hindered results being achieved, the challenges encountered and any unexpected effects.

The case study should be approximately 3-4 pages long and will form the response to evaluation question 4.

The selection of the case for the case study will be made by the consultant following initial interviews in-country. The selection will be made in consultation with the country office staff, partners and the global consultant.

# **Deliverables**

* Transcripts of KIIs (to send to global consultant)
* 50-60 responses from community members entered into Sprockler: if applicable translated from local language into English
* Evaluation report, including 3-4-page case study
* PowerPoint presentation for reflection session and facilitation of the session

# **Scope of work and timeframe**

The table below summarises the deliverables for this assignment, as well as the deadline for their delivery:

|  |  |  |
| --- | --- | --- |
| **Deadline** | **Task** | **Estimated days** |
| 11th -10-2021 | **Deadline for expression of interest** | n/a |
| By Mid- October 2021 | **Contract signed** | n/a |
| **Attend briefing session** for national consultants (facilitated by global consultant) | ½ day |
| **Attend training on Sprockler** (facilitated by global consultant) | ½ day |
| October –November | **Conducting interviews with Oxfam staff and partners** (planning and coordination 1 day, conducting the interview and transcribing: 0,5 days per interview, approx. 12 interviews) | 7 days |
| **Recruiting external** **interviewers** for community interviews and training them in story collection and use of Sprockler in a two-day workshop | 3 days |
| **Data collection plan** for 50-60 community interviews based on the sampling approach, including details of which interviewers will collect data in which location on which dates in order to ensure data collection is completed to plan, on time and within budget. Translate Sprockler inquiry into local language, if needed. | 1 day |
| **Support to and monitoring of interviewers** during data collection | 5 days |
| Entry into the Sprockler application online. |  |
| **Analysis** of Oxfam and partner interview data | 3 days |
| **Additional analysis** of Sprockler community interview data (based on Sprockler analysis report that will be generated by the global consultant) | 1 day |
| 29 November 2021 | Production of **draft** **country evaluation report** | 3 days |
| By 10 December 2021 | **Facilitate reflection session** (approx. 2 hours) on country findings with participation of Oxfam and partner staff in country and potentially Oxfam IBIS staff and global consultants | 1 day |
| By 17 December 2021 | Participation of national consultant in **reflection session** on global findings (facilitated by global consultant) | ½ day |
| By 17 December 2021 | Production of **final** **country evaluation report**, including integrating comments from Oxfam staff, partners, and global consultant (comments will be provided in a consolidated document) | 1,5 days |

The total estimated number of days for this work is 28 working days

# **Profile**

The consultant is expected to meet the following requirements:

* Master’s degree or bachelor’s degree with extensive work experience in a relevant topic
* At least 7 years of relevant professional experience
* At least 3 years of experience in conducting evaluations of peacebuilding programmes
* Thematic expertise (peacebuilding, fragile contexts, women and youth participation, gender)
* Experience in qualitative and quantitative research methodologies, including in-depth interviews, analysis of interview data
* Experience hiring and training data collectors in in-depth interviewing and surveys
* Strong analytical skills and proficiency in writing in English.
* Good knowledge of local language of the respective project areas.
* Excellent facilitation and coordination skills
* A network of enumerators in-country is considered an asset.
* Knowledge of the programme intervention regions is considered an asset
* The ability to travel to the field to train and supervise enumerators and carry out interviews

# **Application requirements**

Interested and eligible candidates should submit:

* A CV (maximum 3 pages)
* A cover letter highlighting their relevant experience for this assignment and indicating how the candidate meets the requirements
* Up to two examples of their work on a previous similar assignment (evaluation or research reports)
* Two references
* A budget for the assignment, including the estimated number of days and daily rate (in EUR).

The following criteria will be used to evaluate the applications:

* The experience and competence of the consultant in relation to the Terms of Reference
* The availability to carry out the assignment in the proposed timeframe
* The budget for the assignment

Submit complete applications by email with the title “Application Inclusive Peacebuilding Evaluation” to **jubaquotations@oxfam.org.uk**by **11th October 2021.**

For questions about the application, please contact [insert email address here and position].

# **Annex 1. Proposed evaluation report outline (total approx. 20 pages)**

* + - 1. Executive summary (2 pages)
      2. Introduction (1 page)
      3. Any changes to the methodology as originally planned (1 page)
      4. Results (12 pages)

4.1 Evaluation question 1

4.2 Evaluation question 2

4.3 Evaluation question 3

4.4 Evaluation question 4

4.5 Evaluation question 5

4.6 Evaluation question 6

5. Conclusions (2 pages)

6. Recommendations (2 pages)