



THE ALLIANCE
FOR CHILD PROTECTION
IN HUMANITARIAN ACTION

INEE

Terms of Reference (TOR)

Consultancy -

Facilitation of a Roundtable Discussion on Collaboration of Child Protection and Education Sectors in Humanitarian Settings

POSITION:	Consultant
LOCATION:	Remote with at least one travel (in October, tentatively the week of 15 th)
CONTRACT PERIOD:	17 September -31 October 2018
STARTING DATE:	17 September 2018
REPORTING TO:	INEE and Alliance Coordinators

OBJECTIVE

The aim of this consultancy is to effectively design, facilitate and document discussions during a joint education/child protection 2-day roundtable in October 2018. The Inter-Agency Network of Education in Emergencies (INEE) and the Alliance for Child Protection in Humanitarian Action (the Alliance) are organizing a joint event where practitioners, academics, donors, and policy makers will come together to explore opportunities for joint and integrated education and child protection programming in humanitarian settings.

BACKGROUND

The INEE and the Alliance are global networks of actors working on education and child protection, respectively, in crisis and emergency settings. Education in Emergencies (EiE) and Child Protection in Humanitarian Action (CPHA) actors work side-by-side to respond to the needs of children and youth affected by emergencies, crises and forced displacement. The importance of recognizing that the work of both sectors is complimentary has often been stated, since education can be protective and child protection actors can support children and youth to access education and improved educational outcomes. However, the full potential that working in a collaborative approach across these two sectors could offer to children and youth has yet to be fully explored.

Through ongoing conversations between the INEE and the Alliance it has become clear that there is potential to come together to critically reflect on areas of convergence between the sectors. This collaboration seeks to bring together actors from both sectors to reflect upon ways in which CPHA and EiE sectors can complement and reinforce each other through complementary programming at the field level. It is expected that this collaboration will be guided by position papers and it will result in concrete next steps to strengthen collaboration between the sectors. This process will build on previous efforts in this regard, including a joint annual meeting of the Education and Child Protection sectors in October 2013.

Although the results of this process will have a direct impact on the work in humanitarian settings, there is recognition that the emerging collaboration framework and recommendations are also relevant to the broader fields of child protection and education in non-humanitarian settings. This consultancy should build upon the evidence mapping that INEE’s Advocacy Working Group has done on child protection and education in emergencies (to be shared with candidate(s) at start of contract).

TASKS AND DELIVERABLES

The main deliverables of this consultancy will involve designing sessions for the joint Alliance/INEE roundtable (within parameters set by INEE and Alliance), facilitation of sessions across the two days. and documentation of discussions and proceedings. The preparation for the roundtable should be done in consultation with INEE and Alliance (through the roundtable planning committee) and be based on a **framing paper** that will be developed between June and September 2018. The framing paper will be produced by consultants external to the INEE and Alliance and is currently being advertised in a separate TOR. **We welcome joint submissions from candidates or teams who feel they have the skills and expertise required to fulfill both roles.**

The following table outlines tasks and deliverables for the design and facilitation of the roundtable:

Result statement	Performance indicator/s	Target	Deliverables	Timeline
Preparation for the event	1. A detailed and measurable facilitation plan developed and endorsed (based on the framing paper and proposed agenda of the event).	Facilitation plan developed and endorsed by INEE and Alliance at least 2 weeks before the event.	Facilitation plan	Sept 2018
Facilitation of the roundtable	2. Effective facilitation of the event	Event facilitated to the satisfaction of participants	Facilitation of the 2-day roundtable	October 2018
Process report	3. Discussions, decisions and recommendations documented and presented in an accessible fashion.	Roundtable report endorsed by INEE and Alliance	Roundtable report	October 2018

PROFILE OF CONSULTANT(s)

PROFESSIONAL BACKGROUND

- Solid understanding of humanitarian architecture
- Proven track record of effective and engaging facilitation of large events (200-250 participants).

- Minimum of 10 years relevant professional experience, working on issues related to education in emergencies and child protection in humanitarian action.
- Knowledge of global networks, in particular the Inter-Agency Network for Education in Emergencies (INEE) and the Alliance for Child Protection in Humanitarian Action (the Alliance).
- Excellent communication and writing skills in English (a second UN language will be an asset).
- Experience working with diverse teams and leading projects.

ESSENTIAL SKILLS

- Facilitation
- Writing
- Excellent communication and interpersonal skills; ability to work with multiple and diverse stakeholders, including NGOs, UN agencies, governments, academics, and donor agencies
- Strong organization skills, attention to detail, the ability to manage complex projects and deadlines.
- Knowledge of education and/or child protection in emergencies.
- Advanced computer skills, especially in Word, Excel and PowerPoint.

APPLICATION PROCESS

Please send your application material via email to: info@iefg.org by or before June 6, 2018. The subject line should read: "Alliance-INEE Consultancy: Facilitation of Joint Event".

Applications must include:

- Cover letter,
- CV, and
- Indication of ability, availability and daily/monthly rate (in USD) to undertake the terms of reference above. Applications submitted without a funding proposal and timeframe for deliverables will not be considered.

Note: the applicant(s) may choose to submit a joint application for this consultancy and a related consultancy entitled: Analysis of Opportunities and Bottlenecks for Collaboration Across Child Protection and Education Sectors in Humanitarian Settings.

ANNEXES

Inter-Agency Network for Education in Emergencies (INEE) was conceptualized in 2000 at the World Education Forum in Dakar where UNHCR, UNESCO and UNICEF took forward Strategy Five of the Dakar Framework for Action and convened the First Global Consultation on Education in Emergencies (Geneva, 2000). "These participants, representing civil society, governments, NGOs and UN agencies, acknowledged the need to learn from successes and failures, share resources, develop consensual guidelines, and work collectively to create awareness of the plight of millions of children and youth denied access to quality education. Guiding principles for inter-agency collaboration and an inter-agency mandate were approved, and a commitment was made to launch a process for sharing knowledge and experience and improving communication and collaboration between actors in the field of education in emergencies (INEE: A Community of Practice, A Catalyst for Change)."

INEE has since grown to a network of more than 14,000 individual members and 130 partner organizations in 190 countries. INEE members are practitioners working for national and international NGOs and UN agencies, ministry of education and other government personnel, donors, students, teachers, and researchers who voluntarily join in the work related to education in emergencies. INEE exists for and because of its members. Guided by a Steering Group and agreed upon bylaws, INEE serves its members through community-building, convening diverse stakeholders, maintaining knowledge management, amplifying and advocating, facilitating and learning, and providing members with the resources and support they need to carry out their work on education in emergencies. All of INEE's work can be classified according to one or more of these functions. For more information please see: www.ineesite.org.

The Alliance for Child Protection in Humanitarian Action (the Alliance) is a global network of operational agencies, academic institutions, policymakers, donors and practitioners, that facilitates inter-agency technical collaboration on child protection in all humanitarian contexts. It sets standards and produces technical guidance for use by the various stakeholders. The United Nations Children's Fund (UNICEF) currently co-leads the Alliance with Save the Children. The mission of the Alliance is to support the efforts of humanitarian actors to achieve high-quality and effective child protection interventions in humanitarian contexts, in both refugee and non-refugee settings.

The work that is currently undertaken by the Alliance was under the umbrella of the Child Protection Working Group from 2007 to 2016, and under the Alliance, as a global network, since then. The Alliance organizes its work around 4 core streams of work:

- Standard setting and guidance development;
- Capacity building, learning and development;
- Evidence and knowledge generation; and
- Advocacy.