



**TERMS OF REFERENCE (TOR)**

**About Hope Revival Organization (HRO)**  
 Hope Revival Organization (HRO) is a humanitarian, advocacy, non-profit organization dedicated to working with communities in order to overcome experiencing difficulty coping. HRO main priorities are aimed at improving access and availability of evidence-based, high quality and culturally sensitive mental health services and psychosocial support for populations affected by conflict and crisis in order to build sustainable local capacities and provide comprehensive, integrated and community based mental health services and psychosocial support activities that promote the resilience and overall wellbeing of vulnerable refugees, internally displaced people and host populations.  
 We work on involving women, youth, and people with disabilities in economic, social, and civil activities in order to limit marginalization, violence and empower them by raising awareness for their rights. HRO focuses on community care by creating safe environments through increasing the quality of life, mitigating violence, opposing marginalization, and striving to eliminate poverty.

**Scope of Service (including mission and goal):**  
**Description of Responsibilities**  
 The consultant of peacebuilding and community resilience will work under the direct supervision of HRO program manager and technical focal points. S/He will be responsible for designing the project materials (need assessments, ToT training, awareness-raising, community dialogue, community campaigns, and will review the content and scenarios of the child-friendly promoting videos on peacebuilding and community resilience. S/He will also provide the field team (social workers) with a continuous supervision and consultation throughout the implementation period.  
**Overall objective:**  
 To design the project materials on peacebuilding and community resilience, train project field social workers to deliver the project activities in an effective manner and to supervise the implementation of the whole peacebuilding and community resilience activities in the project areas in close coordination with the relevant program team in Turkey.

Ref: NO:	TO-0033	Duration	Days 70
Title	Consultant of peacebuilding and community resilience	Location (Remotely or physically)	Location: Turkey

Service Details	Task/Outputs	Estimated Duration for full service delivery (day/month/year)	Target due date	Payment schedule in proportion to the percentage of completion for each output
	Output 1	1. To design the need assessment survey or other related tools (FGDs, KIs, etc.) to identify the needs and gaps of peacebuilding and community resilience in target locations in Idleb governorate, and afterwards, to contribute to the data analysis to conclude the final outcomes and recommendations that will guide the project interventions. (10 days) 2. To design the ToT materials on peacebuilding and community resilience, training days: 10/60 hours, target trainees: 6 project social workers. (8 days) 3. To conduct the ToT training as the prime trainer (in the last 10 days of 2nd month)	28	15-Aug
Output 2	1. To conclude the roll-out training material (based on the ToT material) on peacebuilding and community resilience, roll-out training days: 3, and that will be provided by the trained 6 social workers to community committees. (4 days) 2. To conclude the awareness-raising materials (based on the ToT material) concluding the key messages and considering the need assessment findings. (4 days) 3. To conclude the community dialogue materials (based on the ToT material) considering the need assessment findings. (4 days)	12	20-Aug	
Output 3	1. To contribute to the design of the activities of the community campaigns to be more inclusive, culture appropriate, and in line with the project scope and outcomes. (10 days). 2. To provide a continuous supervision for the trained 6 social workers throughout the implementation period to make sure of the quality and the effectiveness of the interventions and measures being taken in response to the needs identified. 5 group sessions. And share with project management the monthly reports to ensure the quality and capability	15	15-Sep	
Final Output	1. Contribute to the scenario development of the two child-friendly videos promoting peace and resilience among children and adolescents, and advice on key considerations. (10 days). 2. Share the final recommendations based on the outcomes of the training, awareness, dialogue and supervision to highlight the futures are of improvements. (5 days).	15	15-Sep	
<b>Total (from 100%) including taxes</b>				-

**Minimum Qualifications of the Individual Contractor**

<b>Qualification</b>	Education: University qualification (master's degree is preferred) in the field of peacebuilding and community resilience, human rights, social or political sciences, or any relevant field.
<b>Professional Experience</b>	At least 3 years' experience of designing and delivering training and designing other related materials on peacebuilding and community resilience (e.g., awareness-raising, community dialogue, etc.). Proved experience in conducting and facilitating trainings. A minimum of 3 years of relevant professional work experience in the MENA region. (The service provider shall provide evidence that proves this later). Experience working in Syrian context is an asset. Experience working with INGOs/NGOs would be an added value.
<b>Other Competencies</b>	<ul style="list-style-type: none"> <li>• Time management (in managing deliverables);</li> <li>• Team management;</li> <li>• Professionalism, courtesy, patience;</li> <li>• Outstanding inter-cultural communication, networking and coordination skills</li> </ul>
<b>Language Requirement</b>	Arabic is essential and English proficiency is required and/or desirable
<b>Supported Document (identified by service requester)</b>	Invoices, report of completion of services, ID. Project deliverables (Materials: need assessment, ToT training, roll-out training, awareness-raising, community dialogue, campaigns, child-friendly reviewed contents, etc.) Reports (need assessment, supervision, training, final "service completion", etc.)

Criteria for Evaluation of Level of Technical Compliance of Individual Contractor		
Evaluation Criteria		Obtainable Score
1	Total Price/السعر الإجمالي	30%
2	The ability to supply an invoice/القدرة على تزويد فاتورة	10%
3	Certificates of experience related to the requested service/الشهادات الخبرة المرتبطة بالخدمة المطلوبة	25%
4	Certificates of academic qualifications related to the requested service/شهادات المؤهلات العلمية المرتبطة بالخدمة المطلوبة	25%
5	Previous contracts with HRO or with other parties to provide similar services/العقود السابقة مع منظمة احياء العمل أو مع جهات أخرى لتقديم خدمات مماثلة	10%
<b>Total (out of 100%)</b>		<b>100%</b>

Applicants must fill the questionnaire based on a Lump Sum Amount. The total amount quoted shall be all-inclusive and include all costs components required to perform the deliverables identified in the TOR, including professional fee, travel costs, living allowance (if any work is to be done outside the individual provider's duty station) and any other applicable cost to be incurred by the service provider in completing the assignment. The contract price will be fixed output-based price regardless of extension of the herein specified duration. Payments will be done upon completion of the deliverables/outputs.  
 Note: Only in the event of unforeseeable travel that is not anticipated in this TOR, payment of travel costs including tickets, lodging and terminal expenses will be paid from the service provider.

**How to Apply:**

- Hope Revival has a zero-tolerance regarding sexual exploitation and abuse, sexual harassment, abuse of authority, and discrimination. HRO also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles
- Hope Revival is an Equal Opportunity Employer. Hope Revival considers all applicants based on merit without regard to race, sex, color, national origin, religion, sexual orientation, age, marital status, veteran status, disability, or any other characteristic protected by applicable law.
- If you are interested to contract with HRO you should fill the following link: <https://forms.gle/4p6577NhxadETHQ38> no later than **22th June 2022** (Turkey Time) clearly stating the title of service applied for and the reference number (TO-0033). Any offers received after this date/time will not be accepted.  
 Service providers wishing to contract with the Hope Revival organization must submit the following documents at the minimum:  
 1- A copy of the company's license - for service providers in Turkey  
 2- A copy of the tax number of the company or the service provider - for service providers in Turkey  
 3- A copy of some of the previous contracts executed by the company or by the service provider - for service providers in Syria and Turkey  
 4- A copy of the recommendation letters for the institutions / organizations / companies or previously contracted parties - for service providers in Syria and Turkey  
 5- A copy of the ID card (except if the contractor is a company) - for service providers in Syria and Turkey  
 6- A copy of the bank account - for service providers in Syria (PTT account) and Turkey.  
 7- Any other documents that can support the information presented above is considered an added value for evaluating the provider's service  
 8- Signed CV including names of at least 3 referees including contact information and cover letter in ENGLISH describing your reasons for applying and relevant qualifications

• Hope Revival thank all applicants; however, kindly be informed that only winner provider will be contacted.

Recruiter Grants and Compliance Manager Finance HR