

STANDARD TEMPLATE FOR TENDERS

GENERAL INFORMATION

Title of Consultancy: Child protection training and risk assessment

Application Closing Date: 2 August 2024

Consultancy Start and End Date: 12 August 2024 – 31 October 2024 (up to 13 days estimated)

Location of Consultancy: Remote

BACKGROUND

Transparency International (TI) is the global civil society organisation leading the fight against corruption. Through more than 100 chapters worldwide and an international secretariat in Berlin, Germany, TI raises awareness of the damaging effects of corruption and works with partners in government, business, and civil society to develop and implement effective measures to tackle it.

Background to the project

Through the TI Indo-Pacific Partnership for Strong, Transparent, Responsive & Open Networks for Good Governance (TI IPP STRONGG) Phase II, TI aims to contribute to reduced corruption in the region by empowering a resilient and independent civil society voice and network that can mobilise action in support of increased accountability of national and regional public and private institutions.

As a civil society organisation, TI plays a key role in empowering people to be informed, aware, and equipped to act against corruption. The IPP STRONGG Phase II programme focuses on leveraging TI's added value as an anti-corruption movement with national, regional and global presence, to strengthen civil society's ability to influence and actively participate in efforts to strengthen good governance in the Indo-Pacific region towards:

- Informed, engaged and local demand for accountability
- Inclusive, responsive, and accountable governance frameworks
- Resilient, independent and active civil society anti-corruption voice across the Indo-Pacific region

Acknowledging the inherent diversity within the Indo-Pacific, the IPP STRONGG Phase II programme promotes a context-appropriate approach in each country. As a result, up to 14 national chapters in the Indo-Pacific region will consider the most crucial areas to address at national level over the next five years and design project proposals to achieve the desired results, ensuring that programme activities are shaped by local insights.

Background to this consultancy

TI-S supports the rights of children and is committed to their safety and well-being. Both TI-S and national chapters in the Indo-Pacific region have policies and systems in place to manage risks associated with child protection. Although most initiatives funded by IPP STRONGG Phase II will involve individuals over 18 years of age, chapter staff may occasionally come into contact with children, particularly during outreach events. Therefore, TI-S is seeking a consultant to deliver Child Protection training to the TI-S Asia-Pacific (AP) team and national chapters. Additionally, the consultant will support the TI-S AP team in conducting a programme-wide Child Protection risk assessment in alignment with donor requirements.

OBJECTIVES

The consultant will:

- Organise and deliver an online training on Child Protection to selected participants from TI national chapters and partners across the Indo-Pacific region.
- Support the TI-S Asia-Pacific team in conducting a Child Protection risk assessment for IPP STRONGG Phase II.

EXPECTED DELIVERABLES AND TIMELINE

Training

- Briefing call with the TI-S AP team by 6 September (0.5 day)
- Training approach submitted to the TI-S AP team for feedback by 13 September (1 day)
- Training webinar developed and delivered by 27 September, including training materials (slide deck) for use during the training as well as by participants after the training (3 days)

Risk assessment

- Suggested approach for conducting a Child Protection risk assessment for TI-S and chapters submitted to the TI-S AP team for feedback by 13 September (2 days)
- First draft of the Child Protection risk assessment for IPP STRONGG Phase II completed by 4 October 2024 (4 days)
- Revised draft of the Child Protection risk assessment incorporating TI's feedback, submitted by 16 October 2024. (2.5 days)

All presentations and reports should be submitted in English, in electronic form, in accordance with the deadlines stipulated above. The Consultant is responsible for editing and quality control of language. The TI Secretariat retains the sole rights with respect to all distribution, dissemination, and publication of the deliverables.

SELECTION CRITERIA

The Consultant should have the following qualifications:

- A degree in a relevant field such as Social Science, Humanities, Development Studies.
- 5 years of professional experience working on Child Protection.
- Proven ability to develop and deliver high-quality online training.
- Familiarity with [DFAT's Child Protection policy](#) and related requirements for implementing partners is a strong advantage.
- Proven experience in conducting Child Protection risk assessments for Indo-Pacific NGOs.
- Strong understanding of the operating context of NGOs in the Indo-Pacific region. Knowledge of governance and corruption issues in the Indo-Pacific is an advantage.
- Excellent spoken and written English.
- Excellent cross-cultural communication skills.
- Highly motivated and committed to the values of transparency and integrity.

REMUNERATION AND COSTS

The Consultants should provide their estimated total fee as a standard daily or hourly rates.

For candidates based in the EU, EEA, UK, and Switzerland

Transparency International e.V. (Secretariat), (TI-S) is registered as a Business Entity in Germany with VAT identification number DE273612486. EU reverse charge applies. Service providers should issue invoices with zero VAT.

Candidates who are based in Germany and do not charge German VAT must confirm their small entrepreneur status.

OTHER INFORMATION (optional)

HOW TO APPLY

The application should include the following documents in English:

- Motivation letter and Curriculum Vitae
- A cost estimate of the above-mentioned services and outputs
- A short overview of how the work will be approached, which methods will be used based on the information provided in these Terms of Reference

Please indicate “Child protection training and risk assessment” in the subject line of your email application. Applications should be sent in English by email to Anna Zamparo, Project Manager (Asia Pacific) at APchildprotection@transparency.org by close of business of 02/08/2024.

Please note that only shortlisted applicants will be contacted.

The Transparency International Secretariat is committed to creating an inclusive work environment where diversity is valued and where there is equality of opportunity. We actively seek a diverse applicant pool and therefore welcome applications from qualified candidates of all regions, countries, cultures, and backgrounds.

Selection of candidates is made on a competitive basis, and we do not discriminate based on national origin, race, colour or ethnic background, religious belief, sex, gender identity and expression or sexual orientation, marital or family status, age, or ability. We kindly ask applicants to refrain from including in their application information relating to the above as well as from attaching photos.

Data protection

When you respond to this tender and submit your application, you provide consent that Transparency International e. V. keeps your application materials for the period of ten years according to German legal requirements. Afterwards Transparency International will delete your application and any personal data included in it. If you have any questions, please reach out to dataprotection@transparency.org

Guidelines for handling overhead and travel expenses

Overhead

Regular overhead expenses associated with the Consultants maintaining their place of business, such as rent, telephone, utilities, or stationery, are included in the Consultant's professional fee, except where explicitly agreed otherwise in the contract.

Travel

Travel and accommodation expenses will as far as possible, and where applicable, be recovered from the institutions and companies hosting events or using the outputs provided by the Consultant.

Where such cost recovery is not possible, all travel is subject to prior approval by TI-S staff responsible for the financial management of the Project or TI Budget Line that will support the costs of travel. TI shall not issue travel advances to the Consultants. For accommodation or travel by air, rail, or coach, they will instead have to contact TI-S that will make travel arrangements on the Consultant's behalf.

All travel booked by TI-S will include **travel health and accident insurance** with worldwide coverage and Economy class only; accommodation will aim to achieve best value for money up to a 4-star category.

Consultants shall be entitled to invoice TI-S **only** for local transportation and visa cost (if applicable).

Subsistence allowance (per diems) and expenses for individual meals cannot be claimed. These are part of Consultant's business expenses.