

Recruitment Of A Consultant For The Diagnosis (Status) Of The Labor Inspection System Diagnosis Associated With A Development Strategy At International Labor Organization

RECRUITMENT OF A CONSULTANT FOR THE DIAGNOSIS (STATE ASSESSMENT) OF THE LABOR INSPECTION SYSTEM, DIAGNOSIS ASSOCIATED WITH A STRATEGY FOR THE DEVELOPMENT AND MODERNIZATION OF THE LABOR INSPECTION SYSTEM OF CÔTE D'IVOIRE

I - CONTEXT AND JUSTIFICATION

To meet the emergence, the labor administration system of Côte d'Ivoire has embarked on a dynamic of renovation of labor governance through the Ministry of Employment and Social Protection. The labor inspection system, an essential pillar of the entire labor administration system, is taken into account in this dynamic.

This is how the number of managers has been enriched with new recruitments, the equipment of the services has been modernized, the administrative coverage of the territory has been improved with regard to the labor inspection services. At the same time, and with the support of the ILO, the entire planning approach of the inspection services has been reoriented to enable them to be more effective and more efficient. Training and capacity-building activities for managers and managers of central and decentralized technical services have been carried out and have helped to create and strengthen national expertise in relation to modern and emerging issues in the world of work. Many practical working tools have been put in place to standardize approaches and facilitate technical accountability. Several ILO cooperation projects support initiatives contributing to strengthening the labor inspection system.

To strengthen this dynamic and establish the initiatives in a more structuring, more coherent and more global vision, the ministry in charge of labor wanted to move towards the implementation of a strategy for the development and modernization of the labor inspection system of Côte d'Ivoire with, as a prerequisite, the realization of a complete diagnosis of the system.

These terms of reference clarify and establish the conditions for recruiting a national consultant

whose mission will be to make the diagnosis and propose the strategy.

II – Consultant’s mandate

The consultant, who will be recruited by the ILO, in consultation with the authorities of Côte d’Ivoire, will have the following mandate:

- To explore and exploit available documentation, including national legislation, studies and reports on the labour inspection system, the labour inspection visit sheet, etc.;
- To collect all necessary information from the various actors and stakeholders (public authorities, employers’ and workers’ organisations, institutions and official bodies dealing with issues relating to work, employment, safety and health at work, child labour, informality, social security, etc.)
- To make a diagnosis of the labor inspection system in accordance with the provisions of the ILO conventions and recommendations, in particular conventions number 81 and 129. This will involve questioning, among other things, both at the central and decentralized levels, the missions, organization, operation, dynamics of collaboration and interactions, coordination mechanisms, planning practice, resources, staff, the recruitment and training system, technical tools, status, powers, ethics, communication, etc. and questioning the approaches used to address old, persistent or emerging problems.
- Also to provide relevant data on and to certain specific projects such as those dealing with issues of child labour, safety and health at work or working conditions in certain key sectors of the national economy.
- To identify the potential of the different services as well as the points to improve from a human, material, logistical and technological point of view.
- To propose areas and actions for improvement to make the labor inspection system in Côte d’Ivoire more efficient, effective and efficient.

III – Methodology

The consultant will have to conduct the analysis in close consultation with the national authorities and the ILO. The aim is to conduct a constructive reflection with them on the situation, to identify the strengths and difficulties of the labour inspection services and the bodies attached to them in order to help the ministry to better identify the areas in which it is necessary or a priority to consider actions to strengthen or reform the labour inspection system. He will also question the departments and structures whose institutional affiliation with the labour inspection system is proven. He will have to question employers’ and workers’ organizations on their perceptions of the services provided by the labour inspection services as well as on the relations they maintain with the system.

The consultant will be supported throughout the duration of his mission by a focal point, appointed by the Director General of Labor. The focal point reports to the DGT and will not be remunerated for supporting the consultant.

Before the actual diagnostic activities, a preliminary file on the labour inspection (organisation, legislation, links with other matters falling within the scope of the labour inspection and conducted totally or partially by other ministries, etc.) will be prepared by the designated focal point. The focal point will support the consultant in having a programme of meetings with the various stakeholders as well as with the social partners.

A summary briefing will be given, under the leadership of the DGT, to the Minister at the end of the mission and will allow agreement to be reached on the following steps which should lead to the

validation of the diagnosis as well as the adoption of the strategy for the development and modernization of the labor inspection system.

A reading committee of four (04) members will be set up by the DGT and will carry out the first reading of the documents proposed by the consultant. The observations of the committee as well as those of the ILO will be integrated by the consultant into the documents before the validation workshop.

IV – Selection process

The Directorate General of Labour will propose, on the basis of the ToR, at least three CVs of consultants. The ILO may also search for them in its database. The latter will be contacted by the ILO and will have to make a technical and financial offer which will be analyzed and validated by the ILO in consultation with the Directorate General of Labour. A contract will then be signed between the ILO and the consultant.

NB: The technical offer must not exceed ten pages and must contain elements relating to the understanding of the TDR and the mission, the working methodology as well as an implementation schedule and the profile of the consultant.

V – Results

The expert will produce three documents:

- An updated methodological note at the start of the mission
- The Report on the diagnosis of the labor inspection system of Côte d'Ivoire
- The strategy for developing and strengthening the labor inspection system.

These documents will be shared with the Ministry, which will decide, in collaboration with the ILO, the date of the workshop to validate the diagnostic report and adopt the strategy for the development and modernization of the labor inspection system. The strategy will include a detailed plan that will be budgeted and will extend over four or five years.

VI – Period

The mission will take place from April to June 2025. The consultancy must be conducted and finalized within a maximum of 45 days from the signing of the contract. It will give rise to a restitution, for validation/adoption (without other additional costs) in front of a wider audience composed of representatives of the labor administration, social partners, the ILO and other interested stakeholders.

VII – Consultant profile and selection criteria

The consultant must hold a graduate degree in labor law, administrative sciences or social or economic sciences. (A specialty in labor inspection or labor administration is a particular asset). He must have a perfect command of French.

He must also have a real ability to conduct studies and work with public authorities, workers' and employers' organisations as well as those responsible for organisations dealing with issues in the world of work.

The minimum professional experience required is ten years.

The consultant may not, under any circumstances, be a civil servant working in the ministry responsible for labour.

In addition to the technical and financial offer, the following indicative criteria will be taken into account for the selection: level of study; relevance of diplomas; number of years of professional experience; relevant professional experience relating to the concerns of actors in the world of work; relevant professional experience relating to organizational reforms, planning and implementation of public strategies or policies; professional experience relating to strategies and policies for reform or restructuring of public administrations; personal scientific or technical productions; personal technical productions relating to the world of work and labor inspection; availability.

VIII - Special arrangements

To be accepted, the products must be detailed, exhaustive and precise. They must be reproduced in three (03) copies each and presented on electronic media as well.

They must be written in French and, as far as possible, comply with the standards adopted for publications (citing references, indicating sources used, no formulation of unproven facts). Internal administrative documentation (circulars, good practices, etc.) and all other relevant documentation must be attached to the documents.

IX - Payment conditions

The consultant may benefit from an advance at the start of the mission not exceeding 20% of the fees as soon as the contract is signed and after having submitted an updated methodological note. The advance will be used to cover travel, survey or data collection costs and documentation.

The remainder will be paid to him after the submission of the finalized document with the integration of the observations of both the national party and the ILO.

X - Consultant supervision

Technical supervision of the consultant's work will be provided by the Labour Administration and Social Dialogue Specialist at ETD/ILO/Dakar in collaboration with the Director General of Labour and the designated focal point and with the technical support of specialist colleagues and colleagues from the Cooperation Projects involved in issues relating to labour inspection.

How to apply

I - CONTEXT AND JUSTIFICATION

Applications should be submitted to the following address:

A- amoussou@ilo.org

cc-dje@ilo.org; kouadioe@ilo.org

Gender and/or Inclusive Education Specialist Advisor / Consultant At SoCha LLC

Company Profile

SoCha (a portmanteau of Social and Change) is an independent Monitoring, Evaluation and Learning (MEL) company that provides tailored solutions to social challenges. We are a US-registered, veteran-owned small business with staff support offices in Nairobi, Bangkok and Mauritius. SoCha currently supports multiple foreign aid interventions across Asia and Africa.

Context

SoCha, LLC is responding to an impact evaluation of the Girls' Learning and Empowerment Project commissioned by the World Bank in the Democratic Republic of Congo (DRC). The evaluation will take place in Kasai Province.

We are looking for a highly qualified specialist in inclusive education and gender to support an impact evaluation of a girls' education project in the DRC.

The specialist will need to have a solid understanding of local cultural dynamics and an ability to navigate a gender-sensitive context in the DRC. He/she will also need to have proven experience in:

- The implementation of educational initiatives within local communities, promoting trust and support for inclusive policies.
- Managing resistance to inclusion policies and constructive collaboration with different stakeholders.
- The development and implementation of gender training for local staff and data collectors.

Missions and responsibilities

Working under the supervision of the Head of Mission, the Gender and Inclusive Education Specialist will carry out the following tasks:

- Contribute to the design and implementation of impact evaluation methodologies, ensuring a focus on gender and inclusive education.
- Develop and refine survey instruments focused on girls' empowerment and education.
- Lead and facilitate focus groups, workshops and interviews with key beneficiaries and stakeholders, including students, teachers, parents and community members.
- Manage and supervise data collection teams, ensuring quality control, adherence to ethical standards and timely completion of field activities.
- Oversee data entry, validation and initial analysis, contributing to the interpretation of results and policy recommendations.
- Prepare clear and concise reports and presentations to disseminate results to various audiences, including policy makers, donors and local stakeholders.
- Provide technical information on gender inequalities in education and recommend strategies to remove barriers to girls' empowerment and learning.
- Work closely with project partners, local authorities and community organisations to ensure context-appropriate assessment methods.
- Conduct a gender analysis to assess the impact of educational interventions on girls and

identify areas for improvement in current programs.

- Develop gender-sensitive training materials and capacity building sessions for data collectors and field staff.
- Ensure and monitor that gender considerations are integrated into all stages of the evaluation, from design to implementation and reporting.
- Promote gender-responsive policies and interventions based on the assessment findings.

Qualifications and experience required

- University degree (BAC+3) in psychology, social work, gender studies, public health or a similar field.
- Have a good knowledge of the issue of M/F inequalities.
- 5 years of experience in survey design and development, particularly on girl-focused topics, is an asset.
- Experience in developing interview questionnaires.
- Experience in facilitating focus groups and workshops.
- Experience in managing teams of investigators, data entry and analysis.
- Ability to write clearly and present conclusions and communicate data to different audiences.
- Fluency in French and local languages (e.g. Tshiluba) is highly desirable.
- Experience in the context of the Democratic Republic of Congo.

Place

Kasai, DRC

How to apply

To submit your application, please provide your CV using the [form](#) below.

The position will remain open until a candidate who meets the selection criteria is identified.

[Call For Consultancy For The Realization Of The Final External Evaluation Of a Resilience Project In The Central African Republic At SOS Children's Villages International](#)

The Luxembourgish NGO SOS Villages d'Enfants Monde asbl (SOS VEM) is

launching a call for consultancy to carry out the final external evaluation of a resilience project in the Central African Republic.

The Central African Republic is a country mired in a cycle of recurring violence resulting in repeated humanitarian crises and weak institutions. For citizens, this translates directly into insufficient access to basic social services.

It is in this context that SOS Villages d'Enfants Monde Luxembourg (SOS VEM), after two phases of emergency interventions and in an "Emergency/Development Nexus" approach, initiated in collaboration with SOS Villages d'Enfants in the Central African Republic (SOS RCA) the *"Integrated project to support the resilience of vulnerable internally displaced and host populations in the Boeing sector in the commune of Bimbo following the Central African crisis"*. Lasting 3 years (from May 1, 2022 to April 30, 2025) with a total budget of €1,274,089.82, this project is financed by SOS VEM and the Ministry of Foreign and European Affairs of Luxembourg (MAEE). Its overall objective is to *"Contribute to building a community in which children are effectively protected and enjoy their fundamental rights through the actions of strong community structures and the strengthening of the resilience of their parents"*.

The assessment will be conducted at the Kokoro I & II school and within the community residing in the surrounding neighborhoods, which are located in the Commune of Bimbo 3, in the suburbs of Bangui, capital of the CAR.

The assessment must be completed within five weeks and the entire process must be carried out between March 17 and May 16, 2025.

The overall objective sought through this evaluation is an assessment of the impact of the project as well as the level of achievement of its results, in relation to the strategies developed, the means used and the activities carried out within the framework of its implementation.

In terms of specific objectives, the evaluator is expected to focus in particular on the following:

- ☐ Assess the effectiveness of the project in terms of progress made against the defined performance indicators (see logical framework and results chain).
- ☐ Assess the effectiveness of the project in terms of the level of satisfaction of the beneficiaries and the adequacy of the implementation schedule of the activities with respect to the context and its constraints.
- ☐ Assess the quality-cost ratio of the deliverables (efficiency).
- ☐ Assess the extent to which the project has met the real needs of the target group (relevance).
- ☐ Assess the sustainability of the project (institutional, social, financial, etc.).
- ☐ Assess how the project has contributed to the desired long-term change for the beneficiaries (impact).
- ☐ Assess the extent to which the intervention is consistent with other interventions carried out in the Commune of Bimbo III, with an emphasis on the level of consideration in this project of interactions, systemic logics, partnership dynamics and the complexity of the environment (coherence).
- ☐ Assess the level of consideration of cross-cutting priorities (gender and inclusion, psychosocial support, environment) as well as the degree of participation of people affected by the project.

Here is the link to the complete ToR: [SOS VEM_Terms of Reference_Final evaluation of the Kokoro I & II RCA project.pdf - Google Drive](#)

How to apply

The deadline for submission is March 5, 2025 at 4:00 p.m. (GMT+1). Interested candidates' files can be sent to recruitment@sosve.lu with the following reference in the subject of the email: **"Final External Evaluation of the Kokoro I & II Project in CAR"**.

The application must include:

Any other document that proves the expertise of the person(s) concerned in the field of project evaluation (in particular humanitarian aid projects in crisis contexts), and/or a copy of their previous work in surveys or project evaluation.

Curriculum Vitae (CV) of the consultant(s) to be engaged in this final evaluation

Cover letter (no more than one page).

Technical and financial offers.

Recruitment & Crewing Officer At SOS Méditerranée

Major Duties and Responsibilities :

SOS MEDITERRANEE is currently looking for a **Recruitment & Crewing Officer**.

Under the management of the HR and Finance manager, the recruitment and crewing officer ensures the recruitment, the crewing and evolution of SOS MEDITERRANEE's onboard team in close collaboration with the technical departments. S/he also contributes to the implementation of the HR policies and processes and to the quality of the HR management in her area of intervention.

Mission 1: Recruitment

- Ensure the conformity and the quality of the recruitments by coordinating the recruitment process and supporting the managers throughout this process.
- Ensure the different steps of the recruitment process are followed by the different hiring manager
- Execute the HR actions of the recruitment process (advertisement, longlist, interviews, reference check etc.)
- With the HR&Finance manager, establish the candidate's salary when requested and communicate the job offer to the candidate
- Maintain clear, timely, and professional communication with applicants
- Conduct HR briefings for new employees

Mission 2: Crewing

- Elaborate crewing plan for future rotations ensuring matching between outreach, operations needs and pool management, and submit for validation to the concerned technical department
- Verify that all onboard personnel have the necessary valid training and certifications, ensuring compliance with operational and regulatory requirements.
- Communicate the necessary information to the onboard crew
- Manage the crew change and coordinate port call movements
- Prepare all necessary documents for the bridge team relative to the crewing
- Maintain regular contact with the onboard team members and pool members to keep track of their availability and readiness to onboard.
- Communicate port-call information details to partners and visitors
- Assist in the preparation of the access lists to Port when necessary
- Communicate all the crewing information to the HR&Fin officer for contractualization of onboard crew

Mission 3: Strategy

- Participate to the implementation of the HR strategy
- Implement the HR processes and policies of her/his scope of activities
- Propose improvements related to the HR processes and policies
- Participate to the monitoring of the HR risks
- Contribute to the development of middle term and long-term HR projects and policies

Mission 4: Professional development

- Facilitate the realization of the performance evaluation process
- Participate to the definition and the implementation of the annual training plan
- In collaboration with the Learning and Development coordinator and the technical managers and contribute to the career pathway definition of the onboard team
- Contribute to the definition and implementation of skills development initiatives, in collaboration with managers and L&D.
- Contribute to the assessment of the proposed training initiatives
- Upon request, participate the realization of HR exit interview for each end of contract
- Ensure the realization of debriefings for onboard employee when required

Mission 5: Quality life at work

- Participate to the monitoring of onboard staff quality life at work, and report any alert to the HR and Finance Manager
- Participate in the implementation of any action plans linked to QLW
- Report to the HR manager any critical situation

Mission 6: Reporting

- Contribute to the HR requested reporting and dashboarding of the HR department

Qualification and experience:

- Diploma of higher education (DUT), bachelors BA or BSc in HR management or social sciences, economy
- Master degree in human resources management

- Previous work experience of minimum 2 years in human resources and/or crewing related position
- Previous experience working with manning company and international contracts

Skills:

- Recruitment, training and professional development, employee administration
- Good understanding of humanitarian principles and ethics
- Knowledge of maritime law
- Ability to organize her.his work and to work in team
- Adaptability, Rigor and Autonomy
- Stress management skills
- Sense of confidentiality and respect of professional secrecy
- Good active listening skills and ability to use non-violent communication
- Ability to take some steps back
- Ability to analyse, synthesize and formalize
- Proficient with Ms Office, Teams, HRIS, Google forms

Language:

- Fluent in English and French (spoken and written).

Conditions:

- Type of contract : Open-Ended Contract (CDI)
- Location of the position: Marseille office
- Earliest starting date: April 14th and Latest starting date: May 12th
- Salary : From 2400 € to 2800 € gross/monthly according to the type of contract
- On-call duty on week-ends will be required every two weeks
- European travels to be planned every 6 to 12 weeks
- Food Vouchers (60% taken in charge by the employer)
- Complementary health insurance (100% taken in charge by the employer)
- **Deadline for applications: March 9, 2025**

How to apply

To apply for this role, please fill in the form and upload your **resume and cover letter in english**, by **March 9** the latest : [Application form Recruitment & Crewing Officer](#)

Kindly note that no information will be given by phone.

When you apply for a job, we collect and store your personal data within our recruitment department for the administrative management of applications and the recruitment process. The purpose of the information requested as a candidate for employment is to assess the professional qualities and skills of your application, to the exclusion of any other purpose. The legal basis for this processing is to obtain your consent and for pre-contractual measures for the employment contract. If your application is successful, this data will be kept for the duration of your contract. If your application is not successful, this data will be deleted immediately unless you advise us otherwise. In accordance with the French Data Protection Act of 6 January 1978 and European regulations, you may access your personal data, rectify it, request its deletion or exercise your right to limit the processing of your data. You can request more information and exercise your rights at any time by contacting SOS MEDITERRANEE France, CS 20585 - 13294 Cedex Marseille 06.

Localisation and Humanitarian Access Intern (curricular - full remote) At INTERSOS

INTERSOS is an independent humanitarian organization that assists the victims of natural disasters, armed conflicts and exclusion. Its activities are based on the principles of solidarity, justice, human dignity, equality of rights and opportunities, respect for diversity and coexistence, paying special attention to the most vulnerable people.

Terms of reference

Job Title: Localisation and Humanitarian Access Intern (curricular - full remote)

Code: SR-00-9770

Duty station: Remote modality

Starting date: 24/03/2025

Contract duration: 6 months

Reporting to: Localisation Advisor

Functional Supervisor: n/a

Supervision of: n/a

Type of Duty Station: Non-family duty station

General context of the project

INTERSOS vision on localisation is a continuation of decades of work alongside the affected populations and is deeply entrenched with the concept of accountability to affected populations and their participation. As stated as first objective of its 2022-2024 Strategic Plan, INTERSOS aims to enhance its reach to the communities: both through a structured system of community engagement, but also strengthening and building new equitable partnerships with local NGOs, CBOs, grassroots organisations, and volunteer networks in further operational contexts, to collectively empower our emergency responses based on the principle of complementarity. The intern will assist the Localisation Advisor to ensure a Localisation approach in different regions and missions, while developing the needed tools and policies to facilitate the process.

Similarly, the intern will also support the Senior Humanitarian Advisor (SHA) for the development of the internal material and tools to enhance INTERSOS capacity to gain and sustain humanitarian access. The intern will also contribute to the establishment of INTERSOS Humanitarian Access Community of Practice and to the organisation of the internal trainings.

General purpose of the position

At the end of the internship the candidate will be able to acquire a good understanding of the internal functioning of a humanitarian organization as well as of the Partnership and Localisation principles and procedures. The intern will develop new analytical skills related to the activities and sectors carried out by INTERSOS globally.

Main responsibilities and tasks:

The selected person will support the Localisation Focal Point in the following tasks:

- Support for the preparation, translation and revision of tools related to Partnership and Capacity Strengthening
- Support in the follow-up of Local partnerships globally
- Support in the follow-up of Localisation Strategic Initiative implementation
- Contribute to Localisation-related proposal development processes
- Assist in the partnership tracking at global level and in the animation of the partnership working groups
- Support in the analysis of documentation related to Local Partners governance and localisation best practices
- Support in the development of new documents, toolboxes and reports related to Localisation and Humanitarian Access
- Assist the SHA and Localisation Advisor for the organization of meetings/trainings/workshops and minutes writing
- Any other tasks

Required profile and experience

Education

Degree in Political Science/International Cooperation, Social studies or International Law

Professional Experience

- A previous stage or voluntarism experience in a multi-cultural environment will be positively evaluated
- Experience in desk review and research work related to humanitarian topics is an asset

Professional Requirements

- Good analysis skills and capacity to design complex texts
- Understanding and interest in the Localisation commitment and related principles is a strong advantage

Languages

Excellent writing skills in English and French required, Italian is a plus

Personal Requirements

- Strong motivation for humanitarian causes and sharing of INTERSOS' mission and vision
- flexibility, fast learner

How to apply

Interested candidates are invited to **apply** following the **link** below:

[Lavora con noi - Internship](#)

Please note that our application process is made of **3 quick steps: register** (including your name, email, password and citizenship), **sign-up** and **apply** by attaching your **CV in PDF format**. Through the platform, candidates will be able to track their applications' history with INTERSOS.

Please also mention the name, position and contact details of **at least three references: two line managers and one HR referent**. Family members are to be excluded.

Only short-listed candidates will be contacted for the first interview.

Consultant for Developing a Mangrove-Friendly Aquaculture Local Business Model At World Wide Fund For Nature

WWF-Myanmar is now inviting applications from Consultant for Developing a Mangrove-Friendly Aquaculture Local Business Model (Home-based with frequent site visit to project area for 4 months)

Background

WWF, an independent conservation organization active in nearly 100 countries, works to sustain the natural world for the benefit of people and wildlife. WWF-Myanmar, established in 2014, is focused on halting the loss of the country's extraordinary biodiversity and ensuring that human use of the country's natural resources is sustainable and equitable. Preserving the environment in which people live and work is critical for health and wellbeing. Find out more at www.wwf.org.mm.

Objectives

The main objective of this assignment is to develop a feasible and sustainable business model for community enterprises engaged in MFA. The model should incorporate market access strategies, financing mechanisms, value chain development, and economic incentives for mangrove conservation.

Scope of work

The consultant is expected to deliver the below scope of the work as follows:

- Situational analysis of existing MFA practices including key stakeholders, supporting

frameworks, and profitability in terms of social and economic benefits

- Market and value chain assessment including the evaluation of market demand and potential buyers, identifying value chain actors, market barriers and other major issues
- Develop an innovative and financially sustainable business model including the cost structures, revenue streams, profit-sharing mechanisms;
- Identify potential financial instruments that are available at both local and national level
- Providing actionable recommendations to scale-up and replicate MFA business models to other community-based enterprises.

Detailed Methodology, Expected Deliverables and Timeline can be seen at https://www.wwf.org.mm/en/myanmar_career_page/

Qualifications

The consultant should meet the following qualifications:

- Advanced degree (Master's or Ph.D.) in aquaculture, Environmental Science, Ecology, or a related field
- Have relevant knowledge in Mud-crab farming activities, mangrove ecosystems of Myanmar
- Proven experience in conducting participatory action research (PAR) in environmental and community-based projects
- A wealth of knowledge in creating new business model regarding aquaculture products especially Mud-crab
- Strong skills in data collection, analysis, interpretation and report writing
- Able to travel to the project site and work closely with the project team and other stakeholders, including local communities
- Fluent in English, especially in reporting

Closing Date: 28 February 2025 (Friday)

How to apply

Interested applicants may submit their proposal with a detailed breakdown of costs (including expected consultancy fee) clearly stating their fit for this position, together with work plan and CVs to vacancy.mm@wwf.org.mm

Applicants may also decide on a team of consultants with complementing skill sets, so long as the team jointly meets all requirements outlined above and all team members individually fulfil the criteria. For additional information or clarification, you can email to zinkoko.oo@wwf.org.mm

WWF does not discriminate the applicants based on race, gender, etc.. ALL are encouraged to apply.

Only shortlisted applicants will be contacted.

Gender Equality, Disability, and Social

Inclusion (GEDSI) Advisor At The Asia Foundation

Terms of Reference

The Asia Foundation - Philippines

Coalitions for Change 3 Gender Equality, Disability, and Social Inclusion (GEDSI) Advisor

1. Background

Coalitions for Change (CfC) is an adaptive program managed through a partnership between The Asia Foundation and the Australian Embassy in the Philippines. Now in its third phase, CfC aims to contribute to creating a more stable, prosperous, and resilient Philippines. The program focuses on improving lives, expanding opportunities, and fostering growth in line with the strategic objectives of both the Philippine and Australian governments. These objectives include enhancing stability, bolstering economic growth, increasing institutional and community resilience, and ensuring inclusivity and sustainability. At the core of CfC's approach and effectiveness are the Philippine leaders in civil society, the private sector, and government, who are committed to pursuing innovative and transformative reforms.

1. Objectives

The Gender Equality, Disability, and Social Inclusion (GEDSI) Advisor will provide technical expertise to integrate gender equality, disability, and social inclusion priorities and considerations into CfC's program's policy reform and leadership development initiatives. The advisor will ensure that GEDSI principles are considered in the relevant activities, policies, outputs, and levels of implementation.

3. Scope of Work

The GEDSI Advisor will review and ensure the integration of gender, social inclusion, and sustainability as cross-cutting issues of the CfC Program. The GEDSI Advisor will support CfC and its implementing teams to identify GEDSI targets and monitor and capture GEDSI outcomes.

The GEDSI Advisor, under the supervision of the Program Leader, and working with the GEDSI coordinator of the Program Management Team, takes lead in developing/reviewing and improving GEDSI frameworks and systems to support program development, effective implementation, and achievement of results. The GEDSI Advisor shall also be responsible for reviewing relevant policies, guidelines, and frameworks from the Foundation or the Australian Government and consider towards improving CfC's own GEDSI strategy and implementation.

Internal

Daily interaction with the Program Management Team (PMT). Regular interaction with the Strategic Adviser, program teams and other TAF program staff. As needed, engagement with TAF Philippines senior management team and other relevant units.

External

Regular communication with program management counterparts from the Australian Embassy Manila Post. As needed, engagement with Post's GEDSI sector teams, CfC3 implementing partners, and other stakeholders. Attendance in conferences and external workshops as appropriate.

The GEDSI Advisor will be responsible for:

- Working with TAF PMT in facilitating meetings, consultations/discussions with different teams within the Foundation and the Australian Embassy towards improving the stance, profile, and contributions of CfC3 towards GEDSI.
- Developing tools, guidelines, and frameworks to align with the program's GEDSI strategy.
- Conducting an overall GEDSI analysis of the policy reform landscape, identifying gaps and opportunities for program consideration.
- Providing strategic advice on embedding GEDSI principles into policy reform and leadership development learning streams.
- Designing and delivering capacity-building sessions for project staff, partners, and stakeholders on GEDSI-related topics.
- Working with the implementing teams to better articulate their GEDSI targets and performance indicators, identify risks, and report on outputs and outcomes.
- In close collaboration with the program's MLE unit, provide guidance on identifying GEDSI indicators and ensuring MLE frameworks, systems, and tools incorporate GEDSI.
- Documenting best practices and lessons learned on GEDSI integration in policy reform efforts and leadership development.
- Review relevant policies, guidelines, and frameworks from the Foundation or the Australian Government and consider improving CfC's own GEDSI strategy and implementation.
- As needed, providing GEDSI-focused input on policy documents, position papers, and other project documents.

5. Qualifications and Experience

The advisor should have:

- Minimum of five (5) years of experience in implementing program GEDSI strategies and ensuring integration, preferably in policy reform and governance projects.
- Strong understanding of national and international GEDSI-relevant frameworks and policies.
- Excellent facilitation and capacity-building skills.
- Established network in the GEDSI or development sector and experience working with government institutions, civil society, and international development partners such as DFAT and USAID.
- Strong analytical, writing, and communication skills.

6. Duration and Level of Effort

The consultancy is expected to run for **ten (10) months** with up to **ninety (90) days** of engagement. The advisor will work remotely with periodic in-person meetings as required.

7. Reporting and Coordination

The advisor will report to the Project Leader and work closely with the PMT, project teams and relevant stakeholders.

How to apply

APPLICATION GUIDELINES: **Individual Applicants** must complete and send in their The Asia Foundation Application Form, Employee Biographical Data Form (<https://tinyurl.com/ApplicationReqsTAF>), and sample portfolio (optional).

Applicants may send in the requested documents to consultancyPH@asiafoundation.org before the set deadline.

To keep updated with project-based and consultancy-based career opportunities at The Asia Foundation, you may check out our regularly updated Job Bulletin here: <https://bit.ly/TAFPHJobBulletin>

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Research Assistant on Political Economy Analysis (PEA) on the Governance in the Philippines At The Asia Foundation

Terms of Reference (TOR) RESEARCH ASSISTANT (RA) Political Economy Analysis (PEA) on the Governance in the Philippines

Period of Performance The contractor shall commence work no sooner than March 3, 2025 and shall complete work no later than May 30, 2025.

Background of the Project

Coalitions for Change (CfC) is a partnership program of Australia's Department of Foreign Affairs and Trade (DFAT) and The Asia Foundation in the Philippines. CfC supports the formulation and implementation of key policies consistent with the government's agenda on economic growth, improved governance, and social development.

The program creates spaces for collaboration, strengthening coalitions and networks among civil society, the private sector, the government, academia, and other key stakeholders to bring about transformative change. Working with these motivated groups and individuals, and underpinned with technical and political analysis, CfC successfully delivers reforms that lead to sustainable and inclusive development, improving the lives of Filipinos.

Background of the Assignment

CfC aims to assess the political economy of the Governance sector in the Philippines. The Research Assistant (RA) will provide support in data collection, literature review, stakeholder engagement, and documentation to ensure the smooth implementation of the Political Economy Analysis (PEA). The RA will work closely with the Lead Researcher and Technical Specialist to compile and organize information relevant to the conduct of the PEA.

Scope of Work of the Contractor (Research Assistant)

The Research Assistant shall be responsible for the following tasks:

1. Conduct background research, literature reviews, and data collection on Governance
2. Assist in organizing stakeholder consultations, taking meeting minutes, and documenting key discussions
3. Manage and organize research files, documentations, and databases to ensure accessibility and accuracy
4. Provide logistical and administrative support for research activities, such as meetings and communications
5. Contribute to team discussions and provide input on research methodologies and findings
6. Maintain collaborative relationships with the CfC Governance & Stability team, its network, and partners.

Qualifications and Experience

The ideal candidate should possess the following qualifications:

- Bachelor's degree in Political Science, Economics, Public Policy, or a related field
- Experience in research, data collection, or policy analysis
- Strong organizational and administrative skills, with attention to detail
- Ability to synthesize and summarize large amounts of information effectively
- Proficiency in Microsoft Office Suite (Word, Excel), Google Suite (Docs, Slides, Sheets), and Canva
- Strong communication and writing skills.
- Experience in stakeholder engagement or event coordination is an advantage
- Ability to work independently and collaboratively within a research team

How to apply

APPLICATION GUIDELINES: **Individual Applicants** must complete and send in their The Asia Foundation Application Form, Employee Biographical Data Form (<https://tinyurl.com/ApplicationReqsTAF>), and sample portfolio (optional).

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Maritime Governance, Security and Policy Specialist At The Asia Foundation

Background of the Project:

Waypoints: Navigating Civil Maritime Security Reform is a program under The Asia Foundation-Philippines (the Foundation), supported by the Australian Government. The program aims to assist the Philippine government and its citizens in strengthening the structures and processes that support civil maritime security in the country.

Waypoints focuses on fostering institutional change by establishing robust institutional arrangements that enhance interagency cooperation, communication, and coordination in addressing civil maritime issues. Additionally, the program facilitates multiple avenues for dialogue and engagement among relevant stakeholders to promote informed discussions on Philippine maritime concerns.

Recent developments indicate a growing national interest in protecting and developing the Philippines' maritime domain and marine resources. Notably, the passage of the Philippine Maritime Zones Act and the Archipelagic Sea Lanes Act, along with pending legislation on the Blue Economy Framework, signal a stronger policy direction in this sector. Furthermore, Executive Order No. 57, series of 2024, has established the National Maritime Council, tasked with coordinating and overseeing the formulation of policies and strategies to ensure a unified, coherent, and effective governance framework for maritime security and domain awareness.

Building on these developments and to ensure alignment between emerging maritime priorities and national development goals, the Foundation will engage consultants to conduct a comprehensive review of the sector. This review will provide recommendations on adopting a holistic and multi-sectoral approach to maritime policy development.

Scope of Work of the Contractor

The Consultant(s) shall conduct a comprehensive review of the maritime sector, covering but not limited to defense and security, maritime law enforcement, environmental protection, international relations, governance, economics, and legal frameworks. The review will assess existing policies, programs, and initiatives to identify gaps, challenges, and opportunities for improvement.

Maritime Governance and Policy Specialist

- Lead in providing subject matter expertise on marine policies, internal relations, and economics.
- Assess government initiatives, analyze data, and identify gaps and best practices
- Analyze and summarize findings and provide actionable recommendations
- Conduct stakeholder engagement activities i.e workshops, FGDs, and KIIs among others
- Attend alignment meetings, validation workshops, and writing sessions.
- Coordinate with the project team and participate in meetings facilitated by the Foundation to discuss project progress, address challenges, and integrate stakeholder inputs.

Maritime Governance, Security and Policy Specialist

- Lead the provision of subject matter expertise on maritime security, the maritime industry, and the environmental and security challenges affecting the sector, ensuring comprehensive analysis, policy recommendations, and strategic solutions.
- Provide subject matter expertise on maritime governance, security, and policy
- Assess government initiatives, analyze data, and identify gaps and best practices
- Analyze and summarize findings and provide actionable recommendations
- Conduct stakeholder engagement activities i.e workshops, FGDs, and KIIs among others
- Attend alignment meetings, validation workshops, and writing sessions.
- Coordinate with the project team and participate in meetings facilitated by the Foundation to discuss project progress, address challenges, and integrate stakeholder inputs.

Qualifications

1. At least a master's degree (a doctoral degree is preferred) related to civil maritime security, maritime governance, international relations, and other fields related to the subject matter;
2. Experience working with a national government agency;
3. Published scholarly articles or other relevant papers and/or has attended international conferences on maritime; and,
4. Background in strategic planning, strategy development, policy formulation and implementation, and other similar areas preferred.

Level of Efforts

- Provide subject matter expertise on maritime governance, security, and policy
- Assess government initiatives, analyze data, and identify gaps and best practices
- Analyze and summarize findings and provide actionable recommendations
- Conduct stakeholder engagement i.e workshops, FGDs, and KIIs among others
- Attend leveling meetings, validation workshops, and writing sessions.
- Coordinate with the project team and participate in meetings facilitated by the Foundation to discuss project progress, address challenges, and integrate stakeholder inputs

How to apply

APPLICATION GUIDELINES: **Individual Applicants** must complete and send in their The Asia Foundation Application Form, Employee Biographical Data Form (<https://tinyurl.com/ApplicationReqsTAF>), and sample portfolio (optional).

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Call for Development: Educational Mobile Game for Digital Safety Awareness At 7amleh

Call for Development: Educational Mobile Game for Digital Safety Awareness - February 2025

Background:

[7amleh - The Arab Center for the Advancement of Social Media](#) is a non-profit organization dedicated to empowering Palestinian and Arab civil society by promoting digital rights, strengthening digital safety awareness, and building capacities in the digital space. Through innovative and creative tools, 7amleh works to ensure that individuals and communities are equipped with the knowledge and skills needed to navigate the digital world safely.

In today's increasingly interconnected world, children and teenagers are more digitally engaged than ever. However, this growing digital presence exposes them to various online risks, including privacy breaches, cyber threats, and harmful content. Recognizing the urgent need to enhance digital safety awareness among children, 7amleh is developing an Interactive Mobile Game for Digital Safety Awareness, designed specifically for children aged 10 to 15 years old.

This gamified educational app will provide an engaging, age-appropriate learning experience that equips young users with essential digital security skills. Through interactive storylines, challenges, and real-world scenarios, players will be navigating online challenges such as privacy protection, safe communication, password security, and recognizing digital threats. The game will not only help children build confidence in their ability to stay safe online but will also foster critical thinking, media literacy, and responsible digital behaviour in an enjoyable and immersive format.

This Terms of Reference (ToR) invites experienced digital game production companies to submit technical and financial proposals demonstrating their expertise, methodologies, and innovative approaches to bringing this vision to life.

Description of the assignment:

The selected company will collaborate closely with 7amleh's appointed team to design, develop, and launch an interactive educational mobile game that enhances digital security awareness among children aged 10 to 15 years old. The game will provide an engaging and educational experience, covering key topics such as privacy, safe communication, password protection, and identifying

online threats (e.g., phishing, cyberbullying, and privacy settings).

Below are the key tasks and deliverables required:

Task 1: Content Creation

The selected company will develop creative concepts and interactive content for the game, ensuring an engaging and educational experience. Core features must include:

- An engaging narrative with relatable characters.
- Mini-games and challenges that reinforce learning.
- Real-life scenarios to teach digital security principles.
- A progress tracking and rewards system.
- Age-appropriate content and design aligned with the target audience.

The characters and storyline should be engaging and relatable, featuring story-driven gameplay with branching scenarios that allow players to explore different outcomes. All content must be shared with 7amleh's appointed team for review, feedback, and approval before further development.

Task 2: Content Design

The game's design and visuals should align with 7amleh's visual identity, ensuring an appealing and age-appropriate visual. Design requirements include:

- 2D or 3D animations for characters and environments.
- Music and sound effects to enhance the experience.
- Voiceovers for instructions and storytelling to improve accessibility and engagement.

Following submission and review, modifications will be implemented based on feedback from 7amleh's team.

Task 3: Technical development

Once the content and design have been finalized, the next step is the technical development of the game. This phase will ensure that the game is built with a strong foundation, offering a smooth, engaging, and secure experience for users. This includes:

- Platform Development:
 - Game Engine:
 - Option 1 – Godot (preferred)
 - Option 2 – Unity
 - Backend (progress tracking, and data storage, etc.):
 - Local storage (preferred)
 - PaaS (Firebase, etc.)
- Design and User Interface (UI)
 - Bright, colorful, and child-friendly visuals.
 - Simple navigation with intuitive touch controls.
 - Accessible design for younger children (e.g., large buttons, clear text).
- Security and Privacy
 - Data Protection:
 - Ensure all user data is encrypted and stored securely. The application must not collect any PII (Personally Identifiable Information).
 - Comply with GDPR, COPPA (Children's Online Privacy Protection Act), and other relevant regulations.
 - No In-App Purchases or Ads:
 - To ensure a safe and distraction-free environment for children.

- Performance and Compatibility
 - Device Compatibility:
 - Support for the following operating system versions:
 - Android 13-16
 - iOS 16-18
 - Performance Optimization:
 - Smooth gameplay with minimal lag.
 - Low storage and memory requirements.

Task 4: Prototyping

Before full development, a functional prototype must be created to test core gameplay mechanics, user experience, and engagement. The prototype will be reviewed by 7amleh's team and youth groups to gather feedback for refinement before full-scale development proceeds.

Task 5: Marketing and outreach

Once the game is fully developed, it will be made accessible to the target audience through a strategic launch and outreach plan. The selected company will be responsible for:

- Publishing the game on the Apple App Store and Google Play Store.
- Developing a promotion strategy to reach Palestinian children, in collaboration with schools, educational institutions, and social media campaigns.

Task 6: Updates and Maintenance

After launch, ongoing updates and maintenance will be required to ensure the game remains functional, engaging, and up to date. This will include:

- Regular content updates, such as new challenges, mini-games, or educational scenarios.
- Bug fixes and technical maintenance to ensure smooth gameplay.
- Compatibility updates to support new operating system versions on iOS and Android

Additional initiatives:

Bidders are encouraged to propose innovative ideas, additional features, or alternative approaches that could enhance the game's effectiveness and impact on children.

Timeline:

Bidders are expected to set clear expected timelines for the above-mentioned tasks starting 1st of April 2025 – 31st December 2026.

Qualification Requirements:

The selected company must possess demonstrated expertise in digital game development and educational content creation. The proposal should outline the experience of the dedicated project team in the following key areas:

- Educational Content Development: Proven ability to create engaging and age-appropriate educational content for children.
- Digital Security Knowledge: Familiarity with digital security concepts and the ability to translate them into child-friendly content.
- Localization & Cultural Sensitivity: Expertise in adapting content for Arabic-speaking audiences, ensuring linguistic and cultural relevance.
- Marketing & App Store Optimization (ASO): Knowledge of effective marketing strategies and techniques to optimize the game's visibility and accessibility.
- Game Development: Minimum 3-5 years of experience with expertise in Godot/Unity for cross-

platform game development.

- **Mobile App Development:** Experience in iOS and Android development, including proficiency in C# programming and mobile performance optimization.
- **UI/UX Design:** Ability to create intuitive, engaging, and age-appropriate user interfaces tailored for children.
- **Backend & Database Management:** Expertise in Firebase for secure authentication, data storage, and cloud-based infrastructure.

Evaluation Process and Criteria:

A selection committee from 7amleh will partake in the evaluation process, and will assess applicants in accordance to the below criteria. The weight allocated to the Technical Qualification is 70%, while the weight allocated to the Financial Proposal is 30%.

Technical Proposals will be evaluated first. Technical Proposals receiving 70% of obtainable points (60/70 pt) or higher, will be considered technically responsive and the Financial Proposal will be opened. Proposals which are considered not technically compliant and non-responsive, will not be given further consideration.

Click the link [here](#), to view the table detailing the Technical Evaluation Criteria and its points distribution.

Financial evaluation (30% points):

Only those financial proposals for bidders which have been technically accepted according to the above criteria will be opened. The Financial proposal will be weighted based on the clarity and appropriateness. The price should be broken down for each component of the proposed work. The total amount of points allocated for the price component is 30.

The Contract shall be awarded to a bidder obtaining the highest combined technical and financial scores. Proposals not complying with the terms and conditions contained in this ToR, including the provision of all required information, may result in the Proposal being deemed non-responsive and therefore not considered further.

How to apply

Candidates may apply for this Terms of Reference by emailing jobs@7amleh.org with “Application Game” as the subject line. The application should include both a technical proposal, a financial proposal, and CVs of key personnel. **The deadline for proposal submission is March 16, 2025**, and 7amleh will review all submissions and select the most relevant proposal by March 30, 2025.

Applicants who require clarifications may submit their queries in writing via email to jobs@7amleh.org no later than 4:00 p.m. on Friday, February 28, 2025. Responses to all queries will be provided via email by Tuesday, March 4, 2025. Late or incomplete submissions will not be considered.