**TA “Provision of expertise and tools to support recovery and peace building assessment and post-disaster needs assessment” ICSP/2017/389-990**

**SPECIFIC TERMS OF REFERENCE**

For the recruitment of a Senior Non-Key Expert for the

**Conflict Sensitivity in Recovery and Peacebuilding Assessments**

***ToR for Development of a Guidance Note***

# 1. BACKGROUND

Conflict sensitivity is an important aspect within Recovery and Peacebuilding Assessments, with the guidance note for assessments noting that the starting point for an RPBA is an analysis and shared understanding of the causes, drivers, dynamics and impact of a conflict, and that this analysis, combined with an understanding of the dynamics and risk associated with the conflict, inform the overall approach to the assessment. In summary, the guidance notes that conflict sensitivity principles need to guide the RPBA process.

The RPBA guidance note itself is a document of 40 pages, and whilst guidance is given to the methodology for conflict sensitivity, this runs to just over a page of text and does not do justice to its importance within the RPBA and how conflict sensitivity principles need to be implemented at each phase of the RPBA, and across all its dimensions. A separate guidance note on conflict sensitivity is therefore needed.

The guidance note will be a practical note aimed at those who are undertaking RPBAs. It will add to other practitioners notes that have been or are being developed to complement the basic guidance. These other notes cover (i) prioritisation and costing, (ii) implementation and financing, and (iii) communications.

# 2. OBJECTIVE

To develop a stand-alone practitioners guidance note for Conflict Sensitivity in RPBAs.

# 3. METHODOLOGY

The guidance will be developed through the following steps.

1. Background reading: The consultant will familiarise themselves with (a) background guidance documents to the RPBA, (b) the relevant strategies, policy notes and methodologies on conflict sensitivity of the tripartite partners and other key stakeholders, (c) the approach to conflict sensitivity set out in the assessments in Cameroon, North East Nigeria, Ukraine and Mali, (d) the guidance note for post-disaster needs assessment.
2. Submission of outline structure: the consultant will submit a proposed structure for the guidance. This structure will be based on the analysis from background reading and consultation across key stakeholders, and will provide a structure that defines a common definition and approach to guidance on conflict sensitivity, and defines the different components parts of the RPBA that the guidance will address.
3. Secretariat inception meeting: a virtual meeting with the EU/UN/WB RPBA Secretariat to discuss the proposed structure, to understand the perspectives of the institutions, and to identify additional documents, processes and interlocutors across the three organisations.
4. Draft Guidance: Draft guidance based on the input from the inception meeting.
5. Secretariat Review: Secretariat reviews and provides comments on the draft guidance.
6. Submission of final guidance note: Guidance finalised based on the Secretariat review.

# 4. OUTPUT

A practitioners guidance note for Conflict Sensitivity in RPBAs. The body of the guidance note should be a maximum of 20 pages, with supporting annexes and a 1 page executive summary.

# 5. REPORTING

The consultant will have administrative responsibility to Tom Hockley, Team Leader of the Particip support to the EU’s Foreign Policy Instruments project *Provision of expertise and tools to support recovery and peace building assessment and post-disaster needs assessment*.

Technical guidance will be provided through the RPBA Secretariat that comprises representatives from the EU, UN and WB as partners in the Joint Declaration on Post Crisis Assessment and Recovery Planning.

# 6. TIME-FRAME

A total of 40 days to be undertaken between February and end April 2019.

# 7. QUALIFICATIONS AND EXPERIENCE

The consultant should have,

* A proven track record in consultancy assignments, with over 7 years experience and a clear focus on conflict sensitivity and peacebuilding.
* Experience of fragile and conflict affected states.
* Experience of working across multilateral organisations and national governments, with experience of the EU, UN, and WB an advantage.
* Track record of producing of reports in succinct and clear language.
* A minimum of years experience in international development.
* A BSc or MSc in a relevant discipline.

# 8. ADMINISTRATIVE INFORMATION

* Language of the assignment and specific contract: English
* Reimbursable costs (if relevant): n/a