Terms of Reference for hiring consultancy firm/person for capacity strengthening to Child Protection Sector through 'ToT on Individual Psychosocial Support for children and their caregivers'

1. Introduction

The Danish Refugee Council (DRC), one of the world's leading NGOs, with a focus on responding to displacement, has been registered in Bangladesh since 2013. Since 2017, in response to the Rohingya influx, DRC has been running a programme of support in various sectors including site management, shelter, livelihoods, and protection. Child Protection is working at 5 camps and two host community locations at Ukhiya, Cox'sBazar. The Major areas of intervention are psychosocial support to the child and their caregivers, community-based child protection mechanism, individual child protection case management.

Apart from child protection needs, DRC has planned to introduce individual Mental Health and Psychosocial Support (MHPSS) to its beneficiaries. Technical support is needed to be strengthening the capacity of Child Protection team for effective and quality MHPSS technical knowledge and skill.

2. Objective of Engagement

To improve the knowledge and skill of the Child Protection staff on MHPSS and individual PSS services, and enhance the quality of programming for quality support to the child and caregivers through distance and/or physically. The participants would be able to identify the child protection PSS issues and handle the troubleshooting, run individual PSS sessions for the child effectively to meet the child protection need.

3. Duration and training modality

DRC is expecting to complete all the capacity development (distance, and face-to-face) to its staff by February 2022. The training will cover 2-week distance training (5 hours/week), face-to-face training (4–5-day long training (depending on Training Need Assessment). The training approach will be very innovative, and demand is driven while the selected participants will receive face-to-face and distance training with a prescribed module to develop by hired experts. A group of hired experts in the specialized field will facilitate the entire training program. A hands-on learning approach/ methodology (adult learning approach) will be applied in the training sessions- lecture, demonstration/practical, visual, group dynamics, and role-playing are expected from the hiring consultant. A pre and post-assessment will be done in the training. Necessary training materials will be ensured before starting the training/sessions.

Visibility also is ensured during the training period. Necessary logistics /training materials, food, and participants' daily allowances will be provided by DRC for the face-to-face training. Distance training will be covered by the consultant.

4. Participant:

The training will cover child protection officer and child protection team leader under DRC.

5. **Proposal Submission Guidelines:**

Interested individual national/local Trainer/ facilitator with the relevant experience are requested to submit their technical proposal and financial proposal and one sample of previous work related to this assignment as per mentioned prescription by DRC.

6. **Technical Proposal Outline (Recommended)**

- Profile of Lead Training Facilitator
- For other members of the team include short CV highlighting relevant tasks or assignment

6.1 Technical Management:

Danish Refugee Council is responsible to oversee the Assignment along with the Consultants/ facilitators. The Consultants will report directly to DRC. Danish Refugee Council Child Protection Manager would be the contact point during the consultancy period. DRC reserves the right to decide any other work locations of the consultant as necessary during this period after mutual agreement/discussion.

6.2 Financial Proposal:

Details budget with the breakdown to conduct the assignment as following.

- Consultancy fees of the key facilitator and team members for the whole package.
- Overhead (if any)

Financial arrangement: As per DRC's policies.

6.3 Selection Criteria

Criteria	Weighting
Understanding of ToR (including proposed work plan)	10%
Proposed Training Module	30%
Relevant experience and skills of the proposed team members (not more than 3)	30%
Availability and Budget Efficiency	30%

7. Required skill and experience of the consultant /consultancy Firm

- Minimum Master's Degree in Clinical Psychology, Psychological Science or any other related field
- The key consultant has to have Experienced in MHPSS and Individual PSS (including Clinical Psychology/Psychological Science or relevant field) for at least 5 years with psychology background.
- Experience of child protection issues including domestic and sexual violence victims and perpetrators, diagnosing, and treating people, test personality and intelligence in emergency settings.
- S/he has to have the experience and knowledge of training & development (both distance and face to face training) for this kind of work before.
- The role of the trainer /consultant is to develop a skill in participants of this training.
- S/he will also be responsible for designing a training module for the beneficiary along with identifying through training need assessment.

8. Follow Covid-19 regulations by Government

Consultants have to abide by the rules and regulations of the Government of Bangladesh on the Covid-19 crisis and follow strictly in every step of implementations considering limitations/restrictions due to Covid-19 affects just after signing the contracts with DRC.

9. Commitment:

- Consultant/Consultancy Firm is agreed that during this assignment period. he/she will provide sincere support to the Danish Refugee Council as per agreement. This consultancy can be terminated by either party by giving written notice of termination 5 days' notice period in writing.
- If the above matches your understanding, we would request you to send the application, technical proposal, financial proposal (budget) with valid documents as per mentioned prescription by the organization.

10. Property rights

The ownership of the study data set, draft, and final project proposal belongs to the Danish Refugee Council. The assessment document shall not be shared with any other agency or body. Intellectual Property Rights: all documentation related to the Assignment (whether or not in the course of the evaluator's duties) shall remain with DRC.