

# **Organization: Cordaid**

**Location: Erbil**

**Grade: Consultancy - Consultant - Services Agreement**

**Occupational Groups:**

**Education, Learning and Training**

**Closing Date: 17<sup>th</sup> Jan 2024**

## **1. Background**

Cordaid was established in the year 2000 when several Dutch aid organizations joined forces. But our history goes back more than a century.

One of our predecessors, *People in Need*, was founded in 1914 to meet the needs of more than one million refugees who fled to the Netherlands during the First World War. 1925 was the birth year of *Memisa*, another member of the Cordaid family. Memisa quickly became a leading healthcare organization.

As of 2021, ICCO and Cordaid have joined forces. By doing so we have increased our impact in addressing global challenges, defragmented the Dutch development sector, and adapted to the changing needs in international cooperation.

## **2. Project Introduction**

The Programme 'Women's Voices First – Women Leading the Way to Inclusive Peace in Iraq' supports Iraqi women's rights organizations (WROs) and civil society organizations (CSOs) to advance a Women, Peace, and Security agenda and to improve the representation of women in peacebuilding and governance processes. The Programme aims to contribute to the following changes:

- The basic needs of women and girls are better met and prioritized.
- Local and national policy decision-makers are opening spaces for women and girls to participate in policy decision-making to advance the WPS agenda.
- Local and national policy decision makers and informal powerholders adopt equality between women and men -responsive policies and practices. The Programme works with different partners across federal and the Kurdistan Region of Iraq and supports them through capacity building, project support and network creation.

## **3. Overall Objectives of the assignment**

The overarching goal of this assignment is to empower women's rights organizations (WROs) and civil society organizations (CSOs) through a comprehensive Training of Trainers (TOT) program in peace education. The assignment aims to hire a qualified trainer to develop a specialized training manual, 'Women TOT Make Peace,' and subsequently deliver a TOT program. This initiative seeks to enhance the knowledge, skills, and practices of participants, fostering transformative strategies in Women, Peace, and Security (WPS). Specifically aligned with

the 'Women's Voices First – Women Leading the Way to Inclusive Peace in Iraq' program, this initiative contributes to advancing an equality between women and men -sensitive peace and security agenda within the Iraqi context.

#### **4.Alignment with Program Objectives:**

##### **1. Meeting Basic Needs:**

- Strengthening the capacity of participants to prioritize and address the basic needs of women and girls, contributing to improved well-being and inclusivity.

##### **2. Participation in Policy Decision-Making:**

- Empowering women and girls to actively participate in policy decision-making processes related to the Women, Peace, and Security (WPS) agenda, fostering inclusivity in governance.

##### **3. equality between women and men -Responsive Policies and Practices:**

- Influencing policy decision-makers and informal powerholders to adopt equality-responsive policies and practices, creating an environment that reflects the principles of equality and inclusiveness.

#### **5.Implementation Approach:**

- Develop a specialized training manual, 'Women TOT Make Peace,' tailored to the Iraqi context, focusing on transformative strategies in WPS.
- Conduct a comprehensive Training of Trainers (TOT) program, equipping participants with the knowledge and skills to effectively train others in peace education.
- Provide ongoing support and capacity building to partners across federal and the Kurdistan Region of Iraq, fostering network creation and collaborative efforts.

This assignment, through its meticulous training and capacity-building approach, aims to contribute significantly to the overall objectives of the 'Women's Voices First' program, ultimately fostering a more inclusive and equality between women and men -sensitive peace and security landscape in Iraq.

#### **6. Main deliverables:**

- Task 1: Design the content and structure of the manual for approval from Cordaid.
- Task 2: Draft consolidated training manual in the Arabic language for Cordaid review.
- Task 3: Finalized training manual.
- Task 4: Carry out training of trainers (TOT) for 4-days, Four days in Erbil.
- Task 5: Adapt and refine the manual based on the TOT,
- Task6: Provide a summary report on the consultancy highlighting key observations, and recommendations.

## **7. The Duration and Schedule of the assignment:**

The timeframe of this assignment is scheduled for a maximum of one week between 22 to 29 of January 2024.

## **8. Financial Proposal :**

The Financial proposal should contain the following information:

Budget breakdown: prices should be valid for 60 days from date of submission.

The submitted offers should be in IQD including VAT. The tendered should be able to issue an official invoice in addition to valid deduction at source certificate or will deduct a percentage from the final payment (according to Iraq Taxation department & laws.

Prices include all types of expenses such as transportation per-diem, calls, accommodation ... etc

## **9. Consultancy Service Requirements**

This consultancy is open to both local and international consultants and/or women rights organizations (WROs) who will fulfil the following requirements:

- ✓ Academic degree (experience) in law, social sciences, women rights studies, or development studies.
- ✓ knowledge and skills in international law, Human rights law, women peace and security agenda (national action plans for the UNSR 1325), international legal framework of women -girls protection;
- ✓ Minimum of 7-year professional experience in designing training manuals, training facilitation and coaching skills on justice issues, women, on the regional and the international level.
- ✓ Strong knowledge and understanding of the context. Consistent experience of work within the MENA region.
- ✓ Minimum of 5-year experience in Justice; women's empowerment and men involvement in conflict settings; working on women & conflict analysis.
- ✓ Excellent interpersonal, coaching, communication and analytical verbal and writing skills in English.
- ✓ Ability to deliver training in Arabic.

## 9. Proposals evaluation criteria

An evaluation committee will be evaluating the offers technically and financially. 70% of the final score will be given to the technical offer, while the remaining 30% will be given to the financial part.

Bids must include the following:

- A letter of motivation outlining how your experience, skills, qualifications, and professional background fit with the required deliverables (maximum one page) attaching at least two concrete examples of similar work demonstrating the consultancy service requirements.
- A Curriculum Vitae (CV) detailing relevant skills and experience including three contactable referees (maximum 2 pages).
- A technical proposal outline, including the proposed methodology, based on the key deliverables described above; the selected consultant will be requested to finalize the proposal as well as training manual in consultation with Cordaid as the first deliverable, following the signing of the consultancy contract with Cordaid.
- The bids should be submitted via email addressed to [MENA.Tender@cordaid.org](mailto:MENA.Tender@cordaid.org) received no later than midnight GMT, 17 JAN 2024.

***The Applicable Signature***