

Welthungerhilfe (www.welthungerhilfe.de) is one of the large and respected private organisations in the field of development cooperation and humanitarian aid in Germany. It carries out projects in 39 countries and campaigns for fairer cooperation with developing countries. If you are prepared to dedicate yourself to carrying out projects under sometimes difficult conditions and you match the requirements set out below, we look forward to receiving your application for the position of:

Consultant (m/f) – development and operationalisation of National IDP Policy monitoring and evaluation framework and complaints response mechanism for MoRR – Afghanistan

The assignment commissioned here is part of a Welthungerhilfe implemented, German Federal Foreign Office funded project entitled ‘Support for the implementation of the National Policy on Internally Displaced Persons (IDPs) in Afghanistan’. This project provides support to the Ministry of Refugees and Repatriations (MoRR) to develop a National IDP Policy Plan to ensure implementation of the National IDP Policy.

While the development and introduction of the National IDP Policy constitutes a great achievement for Afghanistan, implementation of the Policy has to date not been successful, especially at provincial and local level. Supporting the enhanced implementation of the National IDP Policy and putting it into effect is a strategic priority that will pave the way for GoIRA and IDP response actors to provide a comprehensive, multi-level and coordinated response to supporting IDPs in exercising their rights as citizens under the Constitution of Afghanistan.

To support the MoRR in implementing the National IDP Policy and the National IDP Policy Action Plan, Welthungerhilfe seeks an experienced Consultant to 1) develop and operationalise a central level monitoring and evaluation (M&E) logical framework; and 2) develop and operationalise a central level National IDP Policy complaints response mechanism (CRM).

Individual consultants, consultancy teams led by a lead consultant, and consultancy companies (hereon referred to as ‘the Consultant’) are all eligible to submit applications conform with submission and qualifications specifications listed below.

WHH foresees a total of approximately 30 (thirty) non-consecutive consultancy days for completion of this assignment within a total contract period of 3 (three) months.

Objectives of the consultancy:

1. Supporting the MoRR to be more capacitated to implement and track implementation of the National IDP Policy through developing and operationalising a M&E framework;
2. Supporting the MoRR to be more capacitated to track violations of the National IDP Policy through developing and operationalising a CRM.

Deliverables:

1. Inception presentation and brief report, outlining the approach to be taken to fulfilling the assignment and an activity plan;
2. Baseline assessment report on existing MoRR M&E and CRM capacities and capabilities, frameworks, and processes, based on 1) consultation with MoRR and key stakeholders and 2) desk research on key policy documents;
3. Operational central-level National IDP Policy M&E framework for MoRR, reflected in documents / tools (including, but not limited to, logical framework with indicators and guidelines);
4. Operational National IDP Policy CRM), reflected in documents and / or tools (including, but not limited to, CRM Guidelines);
5. Debrief presentation to MoRR and Welthungerhilfe on developed deliverables.

The deliverables are to be prepared and delivered in English only; prepared in coordination with and actively seeking the input of Welthungerhilfe Afghanistan; and completed in accordance with the number of foreseen consultancy days within the mentioned contracting period.

Time Frame:

The consultancy will be concluded latest by September 30, 2019.

Your qualifications will include:

1. MA degree in relevant subject (statistics, social /political science);
2. Extensive and proven professional experience in M&E as part of development and / or humanitarian programming, preferably in Afghanistan;
3. Experience in undertaking surveys, strong background in statistics and data analysis preferred;
4. To be based in Afghanistan or possessing significant experience conducting consultancies in Afghanistan;
5. Extensive knowledge and strong understanding of the development and humanitarian context and stakeholders in Afghanistan;
6. Extensive knowledge and strong understanding of the IDP and returnee situation and dynamics in Afghanistan;
7. A very good command of English, spoken and written;
8. Clear, efficient, honest and respectful listener and speaker, able to take detailed notes whilst listening and speaking;
9. Proven experience in developing and establishing M&E frameworks including logical frameworks at programme level;
10. Proven experience in working participatorily with ministries and / or governmental departments on programme level;
11. Significant experience and understanding of establishing and running complaints response mechanisms (CRM);
12. Clear understanding and practical familiarity with gender and disability mainstreaming;
13. Very good oral and written communication, coordination, and facilitation skills;
14. Proven language skills: fluent in spoken and written English, Dari and Pashto.

General arrangements

1. Required equipment and supporting services (laptop, recorders, translation, enumeration, etc.) is to be provided by the Consultant;
2. Internet / telephone expensed are to be covered by the Consultant;
3. Local transportation expenses are to be covered by the Consultant;
4. Insurance costs will not be covered; the Consultant shall manage his / her own insurance and provide the details of this cover to WHH prior to starting the assignment.
5. If the Consultant(s) requires a visa(s) to work in Afghanistan, it is his / her responsibility to acquire it. Shall a visa not be acquired one working week before the planned onset of work and send as scanned copy to WHH, WHH reserves the right to annul the contractual agreement.
6. The Consultant is requested to comply with WHH's security rules and regulations.

Payment

WHH will pay the Consultant based on fulfilment of agreed milestones that will be a binding part of the contract. An advance payment will be subject to negotiation.

Further Specifications

The financial proposal should contain the costs of personnel (lead and assistant consultant, enumerators, supervisors, etc.) and inputs (stationary, photocopying, etc.). Costs for unforeseen expenses should not be included in the calculation.

Preferred budget structure:

Item	Total Cost (AFN / USD)
Evaluator's Fee: XX days @ XX AFN / USD Total = XXXX AFN	
Other costs (please specify)	
Total	

Termination

Any violation of WHH's Codes of Conduct or failure to discharge duties according to these terms of reference by the Consultant will lead to a unilateral termination of the contract.

Please send a CV including professional references, signed cover letter, and financial proposal by e-mail with subject 'Welthungerhilfe Afghanistan - 1204 - development and operationalisation of National IDP Policy monitoring and evaluation framework and complaints response mechanism for MoRR' by 12 June 2019 close of business Kabul time to afg.kab.hr@welthungerhilfe.de .