



អង្គការសម្ព័ន្ធអង្គការមិនមែនរដ្ឋាភិបាលប្រឆាំងការជួញដូរកុមារនៅកម្ពុជា

Cambodia Against Child Trafficking Networks (Cambodia ACTs)

Saving Children from the Danger of Trafficking and Sexual Exploitation

CONSULTANT VACANCY

TITLE: TECHNICAL ADVISOR (FREELANCE CONSULTANT) FOR “DEVELOPING CAMBODIA ACTs FUNCTIONAL REVIEW, CAPACITY DEVELOPMENT ASSESSMENT AND ITS STRATEGIC PLAN 2021-2025”

Cambodia ACTs is comprised of a network of 15 NGO's all working in the counter human trafficking field. Together the network provides support from grassroots community projects through to national and cross border networking and capacity building. Whilst the individual NGOs provide a diverse range of services to Cambodian people, especially vulnerable children, girls and young women there is an opportunity to build capacity and support within the network and improve skills of members as well as increase efficiency in providing access to services needed, especially to children and women who may be at risk of, or have been subjected to unsafe migration, trafficking, exploitation and gender based violence.

Due to the impact of Covid19 and the funding raising challenges, Cambodia ACTs need to review its strategic plan 2020-2024, so we can cope with the changing of the funding situation, child rights related issues/contexts and to strengthen the Cambodia ACTs networks, Cambodia ACTs is reviewing its functionality, capacity building assessment and revise strategic plan for 2021-2025 accordingly with funding support from Plan International Cambodia. In order to shape the clear direction and sustain work for long term, Cambodia ACTs will collaborate with its members, child and youth led networks/representatives and other relevant stakeholders, and partners, supported by the Board of Directors of Cambodia ACTs to develop revise strategic plan 2021-2025. Proposed key activities include a kick-off meeting, field data collection, data validation/consultation workshop, finalization workshop, and dissemination workshop. Cambodia ACTs will recruit a technical advisor (freelance consultant) to provide technical support to do assessment and revise the strategic plan 2021-2025.

Required Qualifications

The minimum qualifications and experience required are:

- National or international senior expert in organizational development or in the field of International Law, Social Sciences, MDS
- Documented experience in conducting participatory qualitative assessments and action research related to child protection at community and national level.
- Expertise and experience in development of strategic plans, fund raising, project design, monitoring and evaluation
- Knowledge and experience of the Cambodian situation and other Asian countries will be an asset;
- Proven experience in working with children and CSOs and knowledge of national and community based child protection mechanisms and participatory principles;
- Sound experiences of rights based approach and child rights programming.
- Experience of effective interaction with local national organizations, government departments, and international humanitarian actors.

អង្គការសមាជិករបស់

Cambodia ACTs

អង្គការកុមារកម្ពុជាប្រឆាំង

ទុរភិក្ស និងហិង្សា

(CCASVA)

អង្គការកម្ពុជាដើម្បីជួយ

ស្ត្រីមានវិបត្តិ

(CWCC)

សមាគមអភិវឌ្ឍន៍ស្ត្រីកម្ពុជា

(CWDA)

អង្គការទ្រទ្រង់ជនអសមត្ថ

ភាពកម្ពុជា

(DCO)

អង្គការសន្តិសេនា

(Santi Sena)

អង្គការគាំពារកុមារដែល

ងាយរងគ្រោះ

(VCAO)

សមាគមកុមារ និងជីវិត

(CLA)

អង្គការកម្ពុជាដើម្បីកុមារ

និងអភិវឌ្ឍន៍

(COCD)

អង្គការឧបត្ថម្ភគ្រួសារកម្ពុជា

(CFS)

អង្គការខេមរា

(KHEMARA)

អង្គការមណ្ឌលពន្លឺ

អនាគតកុមារ

(FLO)

មជ្ឈមណ្ឌលសហសង្គ្រោះ

កម្ពុជា (មសក)

(SCC)

អង្គការនារីអភិវឌ្ឍន៍សេដ្ឋ

កិច្ច និងអនាម័យ

(WOMEN)

អង្គការកម្មវិធីជួយកុមារ

អនាថា និងអភិវឌ្ឍន៍

(SCADP)

- Conversant with application of cross cutting themes like gender, governance and disability mainstreaming.
- Good spoken and written communication skills in English.
- Excellent analytical and report writing skills.
- Do not have any history of child abuse and **SAY NO TO CHILD ABUSE.**

Interested consultant/consultant teams are invited to submit their applications containing the following elements:

- Provide detail proposal/work plan, estimate cost and methodologies to be used with the reviewing within the below time frame and CV of the proposed consultant team or individual and the particular relevant expertise.

To Cambodia Against Child Trafficking Networks office at #K09, Street A10, Sangkat Ressey Keo, Khan Ressey Keo, Phnom Penh, Cambodia. E-mail: sg@cambodiaacts.org, no later than **5:00 PM on 15TH November, 2021.**

For further information, please contact at H/P: +855 (0) 90263646 or Tel: +855 (0) 23 639 9396

TERM OF REFERENCE (TOR)
ON
TECHNICAL ADVISOR (FREELANCE CONSULTANT) FOR
“DEVELOPING CAMBODIA ACTs FUNCTIONAL REVIEW, CAPACITY DEVELOPMENT
ASSESSMENT AND ITS STRATEGIC PLAN 2021-2025”

Cambodia Against Child Trafficking (Cambodia ACTs) is a non-profit organization, established in July 2001 in Khao Yai, Thailand. Asia ACTs, and seven other representatives from Burma, Cambodia, Indonesia, Lao PDR, Philippines, Thailand and Vietnam met and agreed to fight the serious problem of child trafficking in Southeast Asia. Cambodia ACTs registered with the Ministry of Interior on the 20th of January, 2009.

Cambodia ACTs is comprised of a network of 15 NGO's all working in the counter human trafficking field. Together the network provides support from grassroots community projects through to national and cross border networking and capacity building. Whilst the individual NGOs provide a diverse range of services to Cambodian people, especially vulnerable children, girls and young women there is an opportunity to build capacity and support within the network and improve skills of members as well as increase efficiency in providing access to services needed, especially to children and women who may be at risk of, or have been subjected to unsafe migration, trafficking, exploitation and gender based violence.

I- BACKGROUND

As a network fighting against human trafficking, especially child trafficking in Cambodia spanning 17 years, we have longevity, experience, knowledge as well as engagement in various types of programs and activities associated with the child rights, trafficking and migration sectors at national and regional level. Cambodia ACTs plays an important role in relation to monitoring and advocacy, cooperation and networking in respect to child rights, trafficking and migration sectors.

As part of the routine management system, Cambodia ACTs develops its strategic plan in every five years. Currently, Cambodia ACTs has been implementing the strategic plan 2020-2024. Achieving the vision and mission of Cambodia ACTs has required a well-functioning operation and management of Cambodia ACTs, mainly all-inclusive participation and support from Cambodia ACTs members, child and youth led networks/representatives and other relevant stakeholders. Strategic plan is the operational plan and realistic direction at organizational level to promote and engage their contribution.

Due to the impact of Covid19 and the funding raising challenges, Cambodia ACTs need to review it strategic plan 2020-2024, so we can cope with the changing of the funding situation, child rights related issues/contexts and to strengthen the Cambodia ACTs networks, Cambodia ACTs is going to review its functionality, capacity building assessment and develop next strategic plan for 2021-2025 with funding support from Plan International Cambodia. In order to shape a clear direction and ensure the sustainability of Cambodia ACTs, cooperation with its members, child and youth led networks/representatives and other relevant stakeholders, and partners, supported by the Board of Director's of Cambodia ACTs, the consultant will contribute to development of the next strategic plan 2021-2025. Proposed key activities include a kick-off meeting, field data collection, data validation/consultation workshop, finalization workshop, and dissemination workshop. Cambodia ACTs will

recruit a technical advisor (freelance consultant) to provide technical support to develop the strategic plan 2021-2025.

II- OBJECTIVE:

The main objectives of this consultancy are:

- To develop Cambodia ACTs functional review, Capacity development Assessment and its strategic plan 2021-2025 including partnership strategic plan with interactive participatory methodologies to involve full participation from the Board of Directors, Cambodia ACTs members, child and youth led networks/representatives,
- To develop clear strategic direction to fight against child trafficking and promoting the child rights in Cambodia
- To well positioning of Cambodia ACTs for leading its coalition members

IV- DELIVERABLES:

- Submission of Inception Report with methodologies, data collection tools and field schedule;
- Submission of preliminary findings based on the field works (expected coverage 15 NGO members);
- Submission of Cambodia ACTs Functional Review Report
- Submission of Cambodia ACTs Capacity Development Assessment Report;
- Submission of the Cambodia ACTs Strategic Plan review and develop new strategic plan for 2021-2025 including partnership plan and operational plan by year, advocacy plan, M&E framework, capacity development plan and resources mobilization matrix (in Khmer and English);
- Supporting documentation of processes used and outputs including summary notes/meeting minutes, field work tools, photos, and the relevant sources in this process etc. to be available.

IV- METHODOLOGY:

The assignment is required to conduct certain methods as below:

- **Kick-off meeting:** Discuss and verify the objective as well as direction for the strategic plan development process and clear tasks between consultant and steering committee
- **Conduct desk review:** review on the relevant and available sources from Cambodia ACTs such as strategic plan 2020-2024, Cambodia ACTs policies, organizational reports, etc.
- **Field Data collection:** interview and collect information with Cambodia ACTs members, child and youth led networks/representatives, key stakeholders including government and development partners to understand general trends, their needs and identify the strategic activities to respond and protect all children rights in Cambodia.
- **Conduct dissemination workshop:** disseminate the new strategic plan to Cambodia ACTs members, child and youth led networks/representatives to have better understanding and have ownership on it.
- **Conduct orientation/introductory: on the Strategic Plan 2021-2025 to Cambodia ACTs:** mapping-out key interventions and possible funds engagement amongst Cambodia ACTs members. The strategic plan 2021-2025 will be developed and reflected to the general trends and role of NGO for promoting the children rights and eradicate the all form of child abuses, trafficking and exploitation through the context and needs of children, child rights based organizations. The strategic plan 2021-2025 will be a master plan for Cambodia ACTs work and direction to align with its vision and mission.

V- SCOPE OF WORK:

The design and implementation of the mapping the strategic plan must also take into account and abide by key principles of the Convention on the Rights of the Child, Cambodian legal and legislation framework, organizational mandates, organizational development, role of NGO in sustainable development context.

VI- CONSULTANT QUALIFICATION:

The recruitment of one credible independent person (local and/or international) consultant

based on the minimum qualifications and experience are as follows:

- National or international senior expert in organizational development or in the field of International Law, Social Sciences, MDS
- Documented experience in conducting participatory qualitative assessments and action research related to child protection at community and national level.
- Expertise and experience of development strategic plan, fund raising, project design, monitoring and evaluation
- Knowledge and experience of Cambodian situation and other Asian countries will be an asset;
- Proven experience in working with children and CSOs and knowledge of national and community base child protection mechanism and child participation;
- Sound experiences of rights based approach and child rights programming.
- Experience of effective interaction with local national organizations, government departments, and international humanitarian actors.
- Conversant with application of cross cutting themes like gender, governance and disability mainstreaming.
- Good spoken and written communication skills in English.
- Excellent analytical and report writing skills.
- Do not have any history of child abuse and **SAY NO TO CHILD ABUSE.**

VII- BUDGET:

The fee for this consultancy will be estimated and proposed by applicant and the bidding will be conducted among the shortlisted applicants. Consultant is expected to utilize these funds to cover every aspect of the consultancy including: tax payment, necessary travel and accommodation expenses, consultancy fee, team member salaries, per-diems, etc. Cambodia ACTs will not be responsible for any additional costs accrued by the consultant. Anyway, Cambodia ACTs will cover the expenses for Dissimilation Workshop which there will around 30 participants.

VIII- ACCOUNTABILITY AND RESPONSIBILITIES

The consultant will be accountable to the BoD and Management Team of Cambodia ACTs.

The Cambodia ACTs Management and BoD will ensure accessibility and participation by members, child led groups and relevant stakeholders.

HOW TO APPLY

Interested candidates are invited to submit their CV/resume with Proposal including proposed methodology, work plan, timeframe and proposed budget. Also, provide names, addresses and telephone numbers of clients who may be contacted for references in connection with the proposed contract - together with an indication of the relevance of the work done for those clients to the subject matter of this term of reference. The submission is no later than 5:00 PM on **15th November, 2021.** **Women and people with disabilities are encouraged to apply.**

All candidates should submit the document to:

ប្រតិភូប្រតិបត្តិការ ផ្នែកសេវា ១០០៩ ផ្លូវលេខ១៧៧០ សង្កាត់បឹងកេងកង ខណ្ឌបឹងកេងកង រាជធានីភ្នំពេញ ព្រះរាជាណាចក្រកម្ពុជា ទូរស័ព្ទលេខ: (៨៥៥-២៣) ៦៣៩៩ ៣៩៦/ (៨៥៥-៩៥) ៩០៨ ៩០៨, *Email: sg@cambodiaacts.org*

Cambodia Against Child Trafficking Networks
#K09, Street A10, Sangkat Ressey Keo, Khan Ressey Keo, Phnom Penh,
Cambodia.

H/P: +855 (0) 90 26 36 46

Tel: +855 (0) 23 639 9396

E-mail: sg@cambodiaacts.org

Subject line: Technical Advisor (Freelance Consultant) Title: **DEVELOPING
CAMBODIA ACTs FUNCTIONAL REVIEW, CAPACITY DEVELOPMENT ASSESSMENT AND
ITS STRATEGIC PLAN 2021-2025”**