

**DEFENDERS
COALITION**

TERMS OF REFERENCE FOR A CONSULTANCY TO DEVELOP A STANDARD TRAINING MANUAL FOR ELECTIONS MONITORS, DATA COLLECTION TOOLS AND TRAIN ELECTIONS MONITORS ON THE USE OF THE TOOLS IN READINESS FOR DATA COLLECTION DURING THE ELECTIONS PERIOD IN 2022 GENERAL ELECTIONS

Expected start date: Immediately

Contract Period: 21 working days

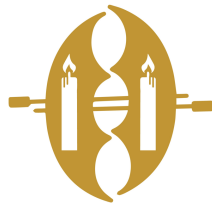
Who we are

Defenders Coalition (The National Coalition of Human Rights Defenders–Kenya) is a national organization incorporated in the Republic of Kenya as a Trust. Its mission is to strengthen the capacity of human rights defenders (HRDs) to work effectively in the country and to reduce their vulnerability to the risk of persecution, through protection, capacity building, and advocacy for a favorable legal and policy environment. Established in 2007, NCHRD-K is the only national organization that works primarily for the protection of HRDs.

The Defenders Coalition’s strategic plan 2020 – 2025 outlines the vision, mission and strategies of realizing the same. The strategic plan is futuristic and encompasses alignment to global human rights instruments as it seeks to effectively reposition the Defenders Coalition in the rapidly changing environment especially in technology. The identity of the plan is to present HRDs with holistic approaches geared towards a safe and secure environment for all HRDs through an established rapid response mechanism, capacity building and knowledge management structures.

Background:

The Defenders Coalition is cognisant of the role that (W)HRDs play during elections period in Kenya as elsewhere globally. (W)HRDs are at the centre of democratic processes as they actively monitor the situation of human rights during the period leading up to elections, during elections and after elections. The role supersedes just elections monitoring. They also passionately work to protect and promote human rights for all, seek justice and other remedies for victims and demand accountability for perpetrators of violation within and without the elections period. If documentation of facts and information is not properly done, the victims may end up not receiving justice, ending up exposing their lives or that of the victims of the violations to unprecedented risks.



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It is on this premise that the Defenders Coalition is seeking the services of a consultant to develop a standard training manual as well as standard data collection tools (for use within and without Defenders Coalition and among partners) and to enhance the capacity of (W)HRDs with skills in risk assessment and reporting as well as monitoring, documentation and reporting (MDR). The consultant shall train 80 elections monitors on MDR and use of the data collection tools developed. The skills development training is intended to result in a pool of trainers of trainers from among the (W)HRDs who will continue strengthening the capacity of other (W)HRDs at the community level during and beyond elections period.

Scope of Work

Human Rights Defenders continue to work in an environment that is extremely dynamic. The risks associated with the work of promoting human rights is real but also the risk of exposure and severity differ, but increasingly women HRDs are prime targets. The Defenders Coalition addresses these issues by regularly enhancing the capacities of (W)HRDs to be able to do their work in a safe manner.

The Defenders Coalition is therefore seeking to engage a consultant who shall develop a training manual for (W)HRDs in Kenya to strengthen their capacities to be able to do the work of monitoring documenting and reporting on human rights violations during the 2022 elections season. The manual must explore and be specific to WHRDs concerns and mitigation.

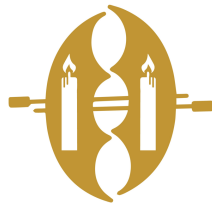
The consultant will also be tasked to compile specific reports on the situation of human rights from the 47 counties in the period August – December 2021. The information is domiciled at Defenders Coalition following ongoing election related monitoring of rights violations.

In summary, the consultant shall;

1. Collate the situational report about human rights in Kenya during the electioneering period August-December 2021 and with available field reports.
2. Develop training content and materials for possible online and physical training
3. Develop a three-day training schedule (for online training and physical training)
4. Develop clear methodologies for each.
5. Develop data collection tools for use during the elections period
6. Undertake a three-day training for selected (W)HRDs to be trained as trainers on monitoring, documentation and reporting

The materials to be developed by the consultant should put into consideration diverse human rights based approaches to monitoring and documentation and reporting on violations. The training modules and materials will be discussed and approved by the Defenders Coalition team before the commencement of the training.

Deliverables:



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1. A palatable situational report about the situation of human rights during the period August-December 2021
2. Training modules and schedules of the trainings (online and physical trainings)
3. Conduct a three-day training for (W)HRDs on monitoring, documentation and reporting.
4. A comprehensive trainers manual that can be used by Defenders Coalition and the (W)HRDs in conducting trainings on monitoring, documentation and reporting.
5. Develop a trainers report at the end of the training
6. Data collection tools for collecting data during the electioneering period

Profile of the Consultant(s)

The consultant(s) should have the following qualifications/expertise:

- Master's degree in communication Studies, Law, Public Policy, Human Rights Studies, Development Studies or any other relevant field.
- Minimum five years of experience in active training and capacity building in monitoring, documentation and reporting
- Demonstratable capacity to develop quality reports and documentation tools
- Working experience within multicultural teams and human rights organization or communities and human rights issues
- Excellent communication, oral, written and presentation skills
- Experience in development of training modules and other training materials

Interested applicants shall present to the Defenders Coalition both financial and technical proposal for the project. The technical proposal must cover all-important aspects of the project and the financial proposal should cover professional and support cost.

Application Procedure

Interested applicants who meet the job requirements and qualifications and with the right personal attributes are invited to complete and submit the following:

1. A technical proposal detailing the methodology and work plan
2. Financial proposal
3. A brief description of the resource person outlining recent experience in similar assignments
4. At least three references of similar assignment
5. Sample work that is similar to this assignment



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All applications should be sent to Defenders Coalition via: info@defenderscoalition.org copy elections@defenderscoalition.org by **Friday, December 24th 2021** with subject line **CONSULTANCY FOR DEVELOPING TRAINING MANUAL FOR 2022 ELECTION MONITORING**

Disclaimer

Defenders Coalition is an equal opportunity employer, committed to ensuring diversity, inclusivity and gender equality within our organization and work. Defenders Coalition, thus will recruit/award the consultancy to the most qualified person /company irrespective of race, color, marital status, sexual orientation, religion, gender, ethnicity. Only successful candidates will be contacted.