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| WV Afghanistan  Terms of Reference for Deployment |

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| **Name and Deployment Role** | Case Management National Consultant | |
| **Office, location:** | Ghor, Western Region | |
| **Deployment Line Manager** | Protection and Advocacy Lead | |
| **Period of assignment:** | **From:** 1st February 2021 | **To:**  25th March 2021 |
| **Projected Compensation Days Earned**  One paid day per full weekend away from base office (primary assignment) | 35 working days | |
| **Expected End Date** inclusive of comp days | **No later than March 25th 2021** | |
| Deployment brief: | The consultancy will be responsible for conducting a case management capacity assessment and implementation of a capacity building plan for CPAN and CP actors in Ghor Afghanistan. The consultancy will be guided by a remote technical advisor | |

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| Outline of Key Responsibilities and Response Tasks | |
| **Case Management Capacity Assessment** | |
| 1 | Experienced Case Management Specialist to conduct a thorough capacity assessment of existing case management services in Ghor. This will include identifying best practices being used by CPAN and CP partners as well as gaps in current practices.   1. Conduct a service provision analysis in Firozkoh, Dowlat yar and Lal Serjangal in Ghor to understand the gaps and strengths within case management services available. 2. Conduct the attached Caseworker Capacity Assessment Tool (from the CM Supervision and Coaching package) with CPAN and CP Partners Caseworkers. This is a practical resource used to assess the caseworker’s attitudes, knowledge and skills and are minimum competency standards for all caseworkers providing case management services. The results of the assessment should inform the capacity building plan and training to follow |
| **Capacity Building Plan and Roll Out** | |
| 2 | After completion of the capacity assessment, the Case Management Specialist will implement a coordinated phased capacity-building plan for relevant actors including CPAN and CP Partners in three districts (Firozkoh, Dowlat yar and Lal Serjangal). The plan will be designed with support from a remote technical advisor.   1. This will include a 5 day face to face training plus follow up remote sessions and will build upon the newly developed Case Management SOP. 2. Training plans and objectives will be coordinated with the CM task force under the Afghanistan CP AoR to ensure recommendations from previous capacity building initiatives are implemented. 3. All resources will be contextualized and shared in hardcopy to ensure all CP actors have access to the materials |

**Key Deliverables:**

1. Provide inputs for the development of a capacity assessment report outlining:
   1. The case management services available in the three identified locations (Firozkoh, Dowlat yar and Lal Serjangal).
   2. The capacity of existing CP partners, including CPAN to deliver quality CP Case Management services
   3. Overview of existing CM tools including up to date service map
   4. Recommendations to respond to gaps identified, beyond the planned training
2. A phased capacity building plan, including supporting the development of materials for a 5 day CM training and follow up support sessions for CP Partners and CPAN. This will be informed by gaps identified in the assessment, and supported with materials provided by the Case Management Task Force
3. Facilitate a 5 day face to face training in Ghor, considering COVID restrictions. Provide at least 1 follow up session per individual/agency to monitor implementation of lessons learnt

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| Supervisory Responsibilities: | None |
| Cost coverage: | WVA will pay for return flights from place of origin within Afghanistan to Ghor Afghanistan and other associated costs |
| Insurance Arrangements: | WVI National travel insurance |
| Hand-over Plan (if applicable): | Handover all work done to Protection and Advocacy Lead |

**Consultant Qualifications and Skills required:**

* Advanced Degree in relevant field (International Development, Political Science, Public Health, etc);
* Proven understanding of Child Protection systems and tools
* Proven experience in delivering Child Protection related training materials (preferably Case Management training)
* Proven experience with conducting capacity assessments and capacity building
* Confident with working with a remote technical advisor
* Strong English language skills
* Familiar with Child Protection field including CPAN in Afghanistan

**Other Information:**

* The consultancy is open only to national candidates
* The consultant must be willing to work with an international remote technical advisor
* When the candidate travels to Ghor, the Candidate will have their own room in a WVA team house, with shared facilities. Cooked meals and cleaning services are included.
* Any associated in-country taxes will be paid by World Vision Afghanistan

Annex 1