

Terms of Reference

External Consultant/s “ Technical Supervisor “

Within the framework of the project

Psychosocial Support for Conflict and Societal Violence Affected Children project

occupied Palestinian territory 2016

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Contact details:

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DESCRIPTION OF THE PROJECTS

Implementing Organization : The Palestinian Center for Democracy and Conflict Resolution

Title of the project : Psychosocial Support for Conflict and Societal Violence Affected Children

Brief description of the project

Palestinian Center for Democracy and Conflict Resolution (PCDCR) will start the implementation of Psychosocial Support for Conflict and Societal Violence Affected Children project which will focus on child protection issues in Gaza Strip. Through the implementation of the project activities PCDCR will focus on capacity building to CBOs volunteers on how to deal in emergency situations and to grantee the sustainability on child protection in Gaza Strip as well as focusing in building capacity of the Psychosocial Support Teams (PSETs) in order to enable them to respond to emergencies , how to implement home and hospital visits , how to communicate with children and their parents , how to detect the cases from the field , and referral system .

Five Psychosocial Support Teams (PSETs) will cover 5 Governorates: in the Gaza Strip, North Gaza, Gaza, Deir al-Balah, Khan Yunis and Rafah.

The project activities will be implemented by PCDCR with partnership with Save the Children International (SCI) for 9 months started from 1st of March to 30th of November .2016 .

The PSETs interventions are needs-based, depending on emergencies that occur. PCDCR will work through their network of CBOs to identify triggers and to carry out their interventions. PCDCR will select 10 (two CBOs in each area) out of its network of 300 partner CBOs in the five Gaza strip governorates, with strong capacity, a longstanding relationship with their communities, and located in marginalized areas. The specific communities are as follows:

- North Gaza (Jabalia and Beit Hanoun)
- Gaza (Shejaia and Zaitoun)
- Middle Area (Nusairatel new camp and Heker Al Jame'a)
- Khan Younis (Qarara and Fokhari)
- Rafah (Shouka and Meraj)

Overall goal of the project: To protect and restore the psychosocial well-being of children in the most conflict affected areas of Gaza Strip through well-established Child Protection response mechanisms.

Provide technical supervision:

Five Psychosocial Support Teams (PSETs) will cover 5 Governorates: in the Gaza Strip, North Gaza, Gaza, Deir al-Balah, Khan Yunis and Rafah; The planned activities for 2016 are based on the lessons learned from 2014 and 2015 and previous years of implementation, and will be driven by the needs of children, caregivers and communities affected by the conflict. The PSETs interventions are needs- based depending on emergencies that occur.

The Psychosocial Emergency Teams have become a well-established service provider of PSS support for children, caregivers and CBOs during emergencies. Over the years, the teams have built trust in the communities in which they work, and they have also built partnerships across organizations in addition to establishing linkages between local, international, private, public and governmental organizations working in the psychosocial field. The teams fulfil a community need and thus it is important to invest in them and build on the experiences gained throughout the years. It is also essential for the teams to continue to be empowered through coordination meetings, professional supervision as well as advanced training.

The project seek to provide a supervision sessions to the PSS teams in five governorates . the total number of counsellors and volunteers are 30 .

Key expected results from the supervisor :

- 1. Carrying out supervision meetings :** including counsellors and volunteers, are held on a monthly basis, and also when urgently required. During the meetings, areas and emergencies in need of intervention are identified. Also, joint plans for intervention and implementation of activities are set with the active participation and involvement of project staff. Further, the staff and volunteers will assess previous interventions. Suggestions and professional feedback is taken into consideration ensuring high standards and professionalism of services provided.
- 2. Conducting field visits to the locations of the activities to observe the performance of the teams**
- 3. Conducting Team supervision sessions** which will be held on a monthly basis to ensure that team members receive professional support and guidance throughout the duration of the project. Individual cases, interventions and activities are discussed and evaluated during the supervision sessions. The supervisor will make sure that the activities implemented on the ground are up to the best professional standards and also that the continuous guidance and professional needs of the counsellors are met.

4. Debrief and ventilate the stress they experienced and faced while implementing the project activities .

- Support the team to ventilate and release their stress
- Encourage members to talk about their personal struggles .

5. The supervisor will develop and design the necessary material for supervision and monitoring modules considering the above mentioned topics. The expected consultancy outputs will be the following :

- 100 field visits reports.
- Summary narrative report for every supervision session
- Monitoring reports for PSETs.
- Final report.
- Needs assessment report
- Minutes of meeting with PSETs
- Monthly reports with financial payment request .
- Monitoring photos .

TARGET GROUP: 5 Psychosocial Support team (PSETs) in 5 governorates in Gaza Strip with total of 25 members .

TIME FRAME : The type of contract will be “ Contract with Task “ the contract period will be for 8 months started from 1st of May to 30th of November .2016 .

Reporting lines :

The supervisor will be reported directly to PCDCR project manager .

Supervisor Background & qualifications :

- The supervisor should have an advanced degree in one of the following fields “ sociology ,psychology , counselling and supervision “
- Has significant experience of working in the Child Protection sector
- Has good knowledge of the principles and approaches to child protection programming
- A least 5 – 10 years of working experience in providing supervision to social workers , counsellors , and / or psychosocial emergency team.
- Experience and perspective on issues related to child protection , emergency response and well informed intervention
- The supervisor shall also have a good analytical and report writing skills .

Financial Offer :

The supervisor should submit a breakdown of detailed costs associated to this consultancy, service taking into consideration that all associated costs are inclusive to all kinds of taxes, insurance or any other type of costs and proposed payment schedule.

Please fill the below table according the offer :

Tasks	Unit	Unit no.	Unit price (Euro)	TheTotal (Euro)
Supervision field visits, including regular meetings supervision session	Visit	100		
Transportation for supervision visits	Visit	100		

Application process :

Qualified supervisor must present a proposal (maximum 5 pages) with a comprehensive envisioned methodological approach and techniques with a timeframe, in addition to a detailed budget in EURO, which should include daily fees and expenses.

Interested applicants are asked to submit their proposal with annexed CVs and a sample of similar experiences **by 25 April 2016**.

The full proposal should include:

- **Financial offer**
- **CVs of the supervisor**
- **Supervisor background**
- **Sample of similar reports if relevant**

The information needs to be submitted to PCDCR, Gaza office in a **SEALED ENVELOPE** at the address below:

PCDCR Gaza Office

Charles Degaule St., Gaza
 Opposite to the Governor Palace
 Phone: 08 206776
 Fax: 08 2067776
 Mob.: 0599603973



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