



**TERMS OF REFERENCE FOR THE GLOBAL PROTECTION CLUSTER
TASK TEAM ON LEARNING (TTL)**

TABLE OF CONTENT

I. BACKGROUND	3
II. SCOPE	4
II.1. TTL OBJECTIVE.....	4
II.2. TTL FUNCTIONS.....	4
III. MEMBERSHIP AND COMMITMENTS.....	5
III.1. COMMITMENTS:	5
III.2. MEMBERSHIP:.....	5
IV. METHODS OF WORK AND DELIVERABLES.....	6
V. MEETINGS	6
ANNEX 3: LIST OF TTL MEMBERS AS OF NOVEMBER 2014	10

I. BACKGROUND

The Task Team on Learning (TTL) is one of the three task teams¹ within the Global Protection Cluster (GPC), focusing on learning initiatives related to protection, Protection Clusters and coordination. It is co-chaired by UNHCR and Internal Displacement Monitoring Centre (IDMC). In 2014, its members include GPC Areas of Responsibility (AORs), Office for the Coordination of Humanitarian Affairs, Norwegian Refugee Council (NRC), Internal Displacement Monitoring Centre (IDMC), International Rescue Committee (IRC), International Organization for Migration (IOM), Brookings Institute, Danish Refugee Council (DRC), Inter Action, World Vision, Sphere Project, Helpage, Catholic Agency For Overseas Development (CAFOD), International Medical Corps and the International Federation of the Red Cross (IFRC). The TTL became an active body gathering learning practices amongst the GPC's areas of responsibilities, identifying Protection Cluster members learning needs, strengthening the coordination amongst the stakeholders involved in protection learning activities, and providing direct capacity building support to field Protection Cluster members (national and international) by delivering workshops on Protection coordination and sharing relevant documentation/tools.

The learning initiatives conducted under the GPC have been made possible through a project funding approach, with the support of the European Commission's Humanitarian Aid and Civil Protection department (ECHO). This project planned to end on 30 September 2014 and has been extended at no additional cost to 31 December 2014. This extension provides the opportunity to discuss the future of the TTL. This is also a timely discussion in view of the discussion of the GPC Strategy for upcoming three years, from 2015 to 2017.

The experience of the TTL highlighted the growing need for coordination in the field of protection learning activities as well as the considerable need for training and the positive outcomes of the Protection Coordination workshops for Protection Cluster coordinators and members². Information from the cluster coordinators indicates that the need and interest for protection coordination training is high. The TTL has just launched a comprehensive learning needs assessment with the field Protection Clusters coordinators and members.

¹ The other two task teams of the GPC being the Protection Mainstreaming Task Team and the Whole System Review

² The impact of the workshops was evaluated through post workshops questionnaires, an online survey and interviews with Protection Cluster coordinators. Results from the workshops impact evaluation show that the Protection Coordination workshops directly contribute to reinforce the ability of Protection Clusters members to design and deliver a comprehensive, effective and more accountable humanitarian response. See the 'Impact Evaluation Report' available at <https://www.dropbox.com/sh/1wiu47qw57rms5r/AACesWsqnnDzNwCn5zBPGUH9a?dl=0>

II. SCOPE

II.1. TTL OBJECTIVE

The TTL guides the development and application of professional standards in learning opportunities and resources, with focus on protection related topics and coordination. TTL supports the field Protection Cluster members and stakeholders in areas related to protection learning.

The TTL objectives are:

- a. To ensure progress towards specific capacity-building outputs in the GPC work plan
- b. To guide the development and application of professional standards in learning opportunities and resources, with focus on protection related topics
- c. To avoid duplication in protection related learning activities
- d. To maximise Protection Cluster learning activities positive outcomes
- e. To strengthen in countries Protection Cluster members' capacity to design and implement protective humanitarian strategies and activities³

II.2. TTL FUNCTIONS

- a. The TTL monitors and supports learning opportunities made available by various organizations and ensures progress toward specific capacity-building outputs in the GPC work plan
- b. The TTL considers, recommends, guides and requests development of missing learning modules and updating of out-dated documents
- c. The TTL systematically assesses and advises on learning needs, and provides feedback and evaluation of effectiveness of the TTL activities in:
 - Development of appropriate technical documents
 - Development of materials and other reference support for learning initiatives
 - Assessment of the impact of protection coordination workshops
- d. The TTL supports field operations in regards to learning initiatives
- e. The TTL provides a forum for information and knowledge sharing on developments in the area of protection learning initiatives

³ Protective humanitarian strategies and activities are defined as strategies and activities that respect and contribute to the promotion of the affected population rights in accordance with relevant legal provisions.

- f. The TTL interacts with the other GPC Task Teams and working groups and other advisory groups (especially GBV and Child Protection AoRs), including those outside of the GPC, on relevant topics and as appropriate, in order to avoid duplications
- g. TTL aims to better link existing training packages developed by AoRs and by the GPC members to review/share/disseminate each other's training materials so as to ensure consistency and avoid duplication
- h. The TTL takes its share of the fundraising efforts to ensure the continuity of its activities, in coordination with the GPC support cell.

III. MEMBERSHIP AND COMMITMENTS

III.1. COMMITMENTS:

The TTL is co-chaired by UNHCR and an International Non Governmental Organization (NGO) with strong expertise in Protection. The members of the TTL are representatives from UN agencies and NGOs with technical expertise in protection, experience with developing or reviewing training materials, and committed to the GPC goals and objectives.

Members will engage consistently in the TTL:

- a. Members are expected to participate in monthly meetings/ teleconferences (one hour in length) and to devote 2-3 hours per month reviewing plans, documents and/or learning resources. Additionally, members should be actively engaged in broader GPC meetings and activities, including participation in the GPC retreat.
- b. Members are expected to appoint a member and an alternate. If a TTL member and/or his alternate is/are no longer able to participate consistently, the agency will endeavour to find a replacement with similar technical knowledge and skills.
- c. Members are also encouraged to actively participate in the delivery of the training initiatives in the remit of the TTL, in particular by making available resource persons to co-facilitate the workshops organised under the Protection Coordination training programme.

III.2. MEMBERSHIP:

The TTL is open to membership for representatives, from a representative range of UN agencies and NGOs with technical expertise in protection, experience with developing or reviewing training materials, and commitment to the GPC goals and objectives.

IV. METHODS OF WORK AND DELIVERABLES

Except as otherwise herein stated, the TTL will determine its own methods of work, including time for consideration of requests, preparation of its agenda, establishment of special groups, keeping of records and other documents and report on its activities and findings. TTL members agree on the consideration of documents, reports, etc. through electronic channels.

The TTL will report on its activity to the Global Protection Cluster (GPC) Support Cell. Following each meeting, the TTL shall provide the GPC support Cell with the minutes. The minutes shall be also published on the GPC website⁴ in a format and content agreeable to all members.

Members of the TTL will inform their respective organizations of the activities of the TTL. The co-chairs shall coordinate the activities of the TTL between periodic meetings. All documents relevant to the activity of the TTL will be shared with the members.

V. MEETINGS

The TTL will meet at regular intervals but no more than once a month, with each meeting lasting up to one hour. Extraordinary meetings may be called when required. The co-chairs call the meetings one month in advance except for extraordinary meetings.

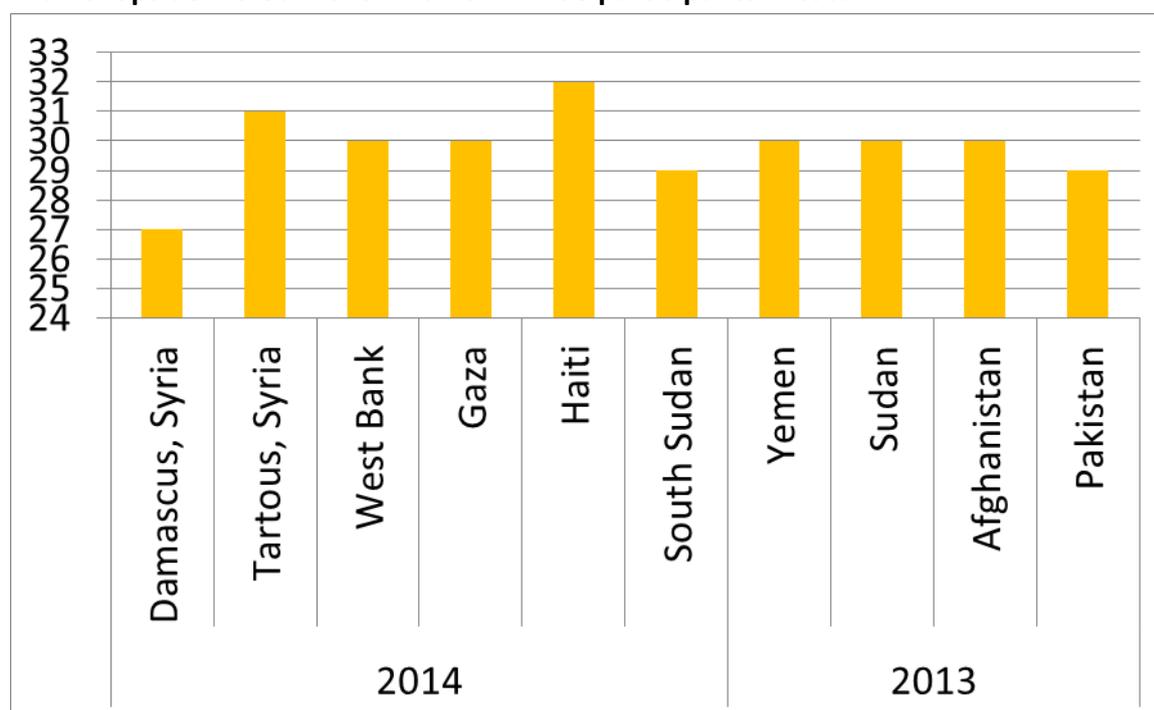
⁴ Link to be inserted once the website is launched

ANNEX 1: TTL ACHIEVEMENTS SO FAR UNDER THE ECHO PROJECT

Under the ECHO project, an **over-achievement in the number of workshops delivered**, six workshops were delivered between March and October 2014 in OPT, Syria, and Haiti. In total 12 workshops in ten operations were conducted, while two additional workshops are already planned before the end of 2014 (for Central African Republic Protection Cluster).

An Advanced Protection Communication and Facilitation Workshop (for 12 TTL members) was delivered in Geneva in September 2014.

Workshops delivered: 2013-Mid 2014 = 298 participants in total



In December 2014 additional 64 Protection Cluster members will benefit from the training in Central African Republic.

In addition:

- **Impact evaluation** of the protection coordination workshops is ongoing.
- **Learning needs assessment** is being carried out with a view to collect additional information on perceived learning and performance gaps that GPC may need to address through training activities.
- **Review of modules on protection coordination in natural disasters** is being undertaken

- **Visibility of the TTL** has been improved (through newsletter and promotion of help desk on learning activities). A common calendar of learning initiatives is being prepared under the GPC and TTL.

ANNEX 2: SUGGESTED AREAS OF INTERVENTION IN 2015

1. Increased capacity to implement workshops on Protection Coordination

This could be attained by securing support from different agencies participating in the TTL, i.e. resource persons (possibly with different language skills and specific qualifications/competencies) in given settings or in contexts where particular emphasis should be placed on subjects falling under the mandate of their respective agencies. Additional support could derive from stand-by roster deployees: facilitation of protection learning and coordination could be made integral part of their curricula so to maximize their involvement in in-country Protection Coordination workshops.

2. Long term sustainability of capacity building efforts on Protection Coordination

To this end, it would be essential to develop a trainer's manual and to systematically organize Training of Trainers (ToT) workshops customized to facilitate the currently existing Protection Coordination training modules. A minimum of 2/3 ToTs with former participants of standard Protection Coordination training workshops should thus be implemented at sub-regional level every year with a view to augmenting the capacity to continue conducting training on Protection Coordination at national and sub-national level.

3. Widened set of topics in the Protection Coordination modules

As reflected in the protection mainstreaming process, aid and protection coordination are inseparable aspects of a humanitarian intervention: this element needs to be emphasized and to constitute the backbone in any training material. Similarly, protection in emergency preparedness (DRR) needs to be further elaborated. In addition stand-alone sessions on Child Protection and GBV could be developed to incorporate theme-specific notions reflected in the different training packages conceived in the respective AoRs.

4. Consolidation and exchange of successful practices at field level

With a view to ensuring the regular exchange of good practices and to allowing participants of the Protection Coordination training workshops to remain updated on new developments, former participants of the Protection Coordination workshops could be organized in a community of practice. Regular exchanges could, in fact, be facilitated through an online platform, which would enable them to engage in a process of continuous learning. Should this option be considered too complex /costly to manage, regular stocktaking exercises could be arranged through webinars. In addition, a section on the GPC website could serve as a repository of good protection coordination practices.

5. Broadened range of training options

The creation of a common training calendar of all protection learning activities (both in its master and its compact version) on the GPC website assists in avoiding duplication and in ensuring better coordination of training activities at field level. Learning activities should nevertheless be conceived as components of wider interventions aiming at filling protection gaps at local level. Evidence shows that, in order to result in better protection, increased coordination is required in all forms of support to national processes, including training. Decision-making on learning initiatives (i.e. target countries, priorities, resources, etc.) - other than the Protection Coordination workshops - could thus be increasingly carried out in a shared fashion within the TTL under the coordination of the agency promoting the single initiative/training program.

6. Increased participation of national actors

Participation of national actors, both governments and civil society organizations, should be additionally emphasized. Provisions should be made to systematically have national actors as additional resource persons. The TTL should capitalize on the participation of such actors in the learning process by capturing and recording their inputs and, possibly, develop a tool-kit on transition to facilitate such process in other countries.

ANNEX 3: LIST OF TTL MEMBERS AS OF NOVEMBER 2014

TTL MEMBERS			
Name	Organization	Title	Contact
Valérie Svobodova	UNHCR/Co-Chair	Roving Training Officer	svobodov@unhcr.org
Dora Abdelghani	IDMC/Co-Chair	Roving Training Officer	Dora.abdelghani@nrc.ch
Fadela Novak	UNHCR	GLC	novakfa@unhcr.org
Steven Wolfson	UNHCR	GLC	wolfson@unhcr.org
Amandine Aellair	Helpage		aallaire@helpage.org
Nunes Nuno	IOM		nnunes@iom.int
Tessa Kelly	IFRC		tessa.kelly@ifrc.org
Catherine Barnett	CP working group		cbarnett@unicef.org
Julien Marneffe	IRC	Protection Mainstreaming Task Team	Julien.Marneffe@rescue.org
Gergey Pasztor	IRC		gergey.pasztor@rescue.org
Kathrine Starup	DRC		Kathrine.Starup@drc.dk
Tine Jacobsen	DRC		tine.jacobsen@drc.dk
Cecilia Furtade	Sphere project		Cecilia.Furtade@sphereproject.org
Adrien Muratet	UNHCR	GPC support cell	MURATET@unhcr.org
Gustavo Laurie	UNOG		glaurie@unog.ch
Nicole Epting	UNHCR		epting@unhcr.org
Maria Willis-Marneffe	UNHCR	GPC support cell	marneffe@unhcr.org
Allehone Abebe	UNHCR	DIP unit	abebe@unhcr.org
Tine Ramstad	NRC		tine.ramstad@nrc.no
Elisabeth Ferris	Brookings-LSE Project		eferris@brookings.edu
Erin Baud	OCHA		baud@un.org
Helen Kearney	UNICEF		h.f.kearney@gmail.com
	CAFOD		cgrant@cafod.org.uk
Lungarotti Laura	IOM		
Erin R. Kenny	IOM		LLUNGAROTTI@iom.int
Micah Williams	International Medical Corps	Learning Task Team coordinator	mwilliams@internationalmedicalcorps.org
Kelly Heller	UNFPA		heller@unfpa.org
Kvernmo Jennifer	IOM		jkvernmo@iom.int
Natalia Pascual	NRC		natalia.pascual@nrc.no
Sarah Martin	GBV AoR		smartindc@gmail.com
Jacopo Giorgi	IDMC	Senior Training Officer	jacopo.giorgi@nrc.ch
Adrien Muratet	UNHCR	GPC Support Cell	Gpc@unhcr.org
Erin Kenny	UNFPA	Learning Task Team coordinator	ekenny@unfpa.org

Sabine Rakotomalala	CP working group		srakotomalala@unicef.org
	Interaction		jmcavoy@interaction.org
Jade Chakowa	UNHCR	CCCM Cluster	CHAKOWA@unhcr.org
Megan Lind	UNICEF	Gender-Based Violence Advisor	mlind@unicef.org
Natalie Mc Caley	CP working group	Training focal point	nmccauley@unicef.org
	ICRC		ccapobianco@icrc.org
SBPT secretariat			sbpt@un.org
Emily Walker	ProCAP		walker5@un.org