

# VACANCY ANNOUNCEMENT

## TERMS OF REFERENCE FOR MIXED MIGRATION SELF-LEARNING MODULE DESIGN CONSULTANT

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<b>Project Title:</b>	Mixed Migration Self-Learning Module and Component
<b>Organisation:</b>	UNHCR
<b>Job Title:</b>	Mixed Migration Self-Learning Module and Component Design Consultant
<b>Duty Station:</b>	Home-based
<b>Duration:</b>	15 <sup>th</sup> September – 15 <sup>th</sup> November 2017
<b>Contract Type:</b>	Consultancy
<b>Closing date:</b>	<b><u>Sunday 20 August 2017</u></b>

### BACKGROUND

The Mixed Migration self-learning module will be part of the certification programme (CP-IP) currently being developed by the Global Learning Centre (GLC) in collaboration with the Division of International Protection (DIP).

The CP-IP has been conceived to respond to the need of (i) creating an effective and workable functional clearance system for eligible staff/Affiliated Work Force (AWF) willing to apply for NOD/P4 protection positions; (ii) adjusting the protection learning and career development activities to the forthcoming assignment's policy; (iii) offering a learning programme on protection that is both malleable, adapted to, and focused on the protection operation needs of the duty station where the participating staff is serving, as well as on his/her individual professional interests; (iv) ensuring that learning activities required for career development purposes are accessible to all concerned staff; and (v) ensuring that the ensuing costs do not hinder the design, development or management of the functional clearance system.

The CP-IP will be composed of mandatory and elective self-learning modules on a list of themes agreed between the GLC and DIP. This consultancy contributes to delivering one of the CP-IP elective module, specifically on mixed migration, and ensure that mixed migration aspects are mainstreamed in other relevant modules.

It is important to underline that the module will also be available a standalone course for all staff, regardless of their enrolment in the certification programme, with the aim of increasing staff knowledge and competence on the topic of mixed migration.

## **SCOPE OF WORK, EXPECTED OUTPUTS AND DELIVERABLES**

The consultant will produce the following key deliverable:

1. Draft of the full content of two 90-120 minute self-learning module on mixed migration (exact duration will be confirmed at the beginning of consultancy) for UNHCR staff to agreed standards in a MS word document (by 8 October 2017);
2. Draft of the content of a 5/10 minutes introductory video to the self-learning module on mixed migration (by 15 October 2017);
3. Draft of the content of the mixed migration component of the “International Regime: legal and institutional framework for refugees, IDPs, and stateless persons” module (by 15 November 2017).

In order to achieve the above, the consultant will:

- Review existing learning materials related to mixed migration, including UNHCR and external online courses, training materials, webinars, videos/podcasts, and other resources.
- Review existing UNHCR and external policies, guidance, handbooks, tools and other background documents related to mixed migration.
- Wherever possible and appropriate, incorporate existing learning materials (videos, webinars, etc.), guidance and tools into the content of the mixed migration self-learning module.
- Develop the script of a short video to introduce the topic ‘protection in mixed migration’ and the overall content of the module
- Regularly liaise remotely and carry out all necessary consultations with the GLC, the Asylum Migration Unit in DIP and other relevant UNHCR staff as necessary and appropriate.
- Report regularly (frequency will be specified at the beginning of the consultancy) on progress and challenges, and discuss solutions with the GLC focal point.

## **MONITORING AND PROGRESS CONTROLS**

A detailed workplan with tasks, outputs and deadlines will be drafted by the consultant by the end of the first week in consultation with GLC and DIP and approved by the GLC focal point.

The consultant will report regularly (frequency will be specified at the beginning of the consultancy) on progress and challenges, and discuss solutions with the GLC focal point.

## **REQUIREMENTS**

### **Education:**

- Advanced university degree in social sciences, law, international relations, migration studies or related field.

- Education and/or training on migration, refugee or IDP programming, or related fields would be an asset.
- Education and/or training in education and/or adult learning would be an asset.

**Experience:**

- Minimum 8 years of professional experience working in the field of development and humanitarian issues focused on forced migration and protection.
- Minimum 5 years of experience designing and delivering training on protection and forced displacement.
- Experience designing e-learning training content would be an asset.
- Previous work experience within the UN system, especially with UNHCR, would be an asset.

**Languages:**

- Fluent English (speech, comprehension, reading and writing), including excellent writing skills.

**Key Competencies:**

- Excellent communication skills, including messaging.
- Adult learning design skills, including creative and participatory learning methods.
- Coordination skills and the ability to synthesise and integrate feedback.
- Highly organised, self-motivated, attention to detail and ability to work under tight timelines with good communication skills.

**Location:** Home-based.

**Reporting:** The consultant will report both to the UNHCR Protection Unit, Global Learning Centre in Budapest and the Asylum and Migration Unit in Geneva.

**To Apply:**

Interested applicants should submit their letter of motivation and P11 by e-mail to [hqglcpr1@unhcr.org](mailto:hqglcpr1@unhcr.org) with “**LAST name – Mixed Migration Self-Learning Design Consultant position**” in the subject line.

***DEADLINE FOR APPLICATIONS IS SUNDAY, 20 August 2017***