



Consultancy Opportunity | Training Module Development

About Free the Slaves

Founded in 2000, Free the Slaves (FTS) is a pioneer and leader in the global effort to eradicate slavery. Our mission is to liberate those in slavery and to change the conditions that allow slavery to persist. Free the Slaves works at the grassroots level to empower vulnerable individuals and communities to achieve freedom from and develop resistance to slavery. We work with and through local partners to build national capacity to combat slavery and trafficking.

Headquartered in Washington, D.C., with programs in Ghana, India, Nepal, Haiti, the Dominican Republic, Senegal and the Democratic Republic of the Congo, Free the Slaves has an annual operating budget of approximately \$3.2 million, a talented and dedicated staff of 25, and a highly engaged and supportive board of directors. For more information, see: www.freetheslaves.net.

Terms of Reference

Contact Person: John Whan Yoon, Free the Slaves
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Application Due: February 28, 2018

Application Submission: consultancy@freetheslaves.net

Summary

- Purpose: Development of a Training Module on Survivor Liberation, Care and Reintegration
- Audience: FTS Staff (trainers) and field level staff of FTS partners (trainees)
- Commissioners: Free the Slaves
- Reports to: John Whan Yoon, Asia Regional Director, Free the Slaves
- Timeframe: March 15, 2018 – December 31, 2018
- Maximum Budget: \$30,000 USD
- Location: Alternative locations considered for working remotely

Program Background

Free the Slaves has developed a [community-based model](#) that it has deployed, with adaptation, in six countries. The model focuses on identifying and supporting at-risk communities so they acquire the intellectual, organizational, legal, political and physical assets that reduce vulnerability to slavery and liberate those in slavery.

The goal of developing the Community Liberation Toolkit is to capture the competencies embedded in the community-based model so that they can be efficiently transferred to FTS partners. The key elements of the model are contextual research, strengthening the capacity of local agencies and organizations, which, in turn, act to increase community resistance and resilience. Community resistance to slavery is fostered through protective behaviors, community anti-slavery committees, increased household security, services to slavery survivors and increased policy and legal protection. The strengthening of community resistance and resilience reduces new cases of slavery, liberates those in slavery and yields sustained declines in the prevalence of slavery.

In total, Free the Slaves will develop five modules as part of the Community Liberation Toolkit:

1. Mobilizing and Educating Vulnerable Communities
2. Survivor Liberation, Care and Reintegration
3. Enhancing the Rule of Law
4. Increasing Access to Essential Social and Economic Services
5. Monitoring and Evaluating Anti-Slavery Programs

Each module will have multiple elements – a Training of Trainers Manual, a Participant Training Manual, Technical Assistance Protocol, and an Evaluation Guide.

In 2018, Free the Slaves will develop and pilot test the second module: Survivor Liberation, Care and Reintegration. The first module was developed in 2017 and the other modules will be developed over the course of the next few years. This position will offer the exciting opportunity to help develop this module.

Consultancy Opportunity

In collaboration with the FTS South Asia team, the training consultant will develop the Training of Trainers Manual, Participant Training Manual, Technical Assistance Protocol, and Evaluation Guide for the Survivor Liberation, Care, and Reintegration module, utilizing current materials and content provided by Free the Slaves.

The consultant will also participate in the pilot testing of the module during training workshops and will work with Free the Slaves staff to make revisions to the module based on feedback from the pilot test.

- Consult with FTS staff and other experts on the core competencies needed by a prototypical community development worker tasked with assisting a slavery survivor through the process of liberation, care and reintegration.

- Conduct a limited literature review that will aid in the definition of core competencies and identify appropriate, adaptable tools and methods in the publically available literature that can help community development workers acquire the essential core competencies.
- Refine a checklist of minimum standards of care.
- Based on the checklist, the consultations and the literature review, develop a training module of the essential knowledge, attitudes and skills needed by the community development worker. These should be consistent with the principles of trauma-informed care.
- The module will include a Training of Trainers manual, Participant Training Manual, Technical Assistance Protocol, and Evaluation Guide. The content of the training module will include the following:
 - The rights and needs of survivors in each phase of survivor liberation, care and reintegration.
 - Principles, standards of care, guidelines and practical tools for each phase of survivor liberation, care and reintegration.
 - The role the community development worker could play in each phase, and how the community development worker will collaborate with other service providers.
 - Each session or unit of the module is to be developed so that the knowledge and skills to be taught is conveyed using interactive, active learning methods.
 - In the trainer’s manual, provide step-by-step instructions on how the trainer is to facilitate each session or unit.
 - Provide guidance on the process of contextualization so that the module can be adjusted as necessary in each country context.
 - Provide bibliography of works cited in the module and suggested reference resources.
- All drafts developed by the consultant will be reviewed by FTS staff and external reviewers; the consultant will revise drafts as needed based on the feedback.

Project Management Information

- Budget:
 - The maximum budget for this project for the consultant salary is \$30,000 USD.
- Location:
 - Alternative locations will be considered for working remotely.
- Travel:
 - Participation in pilot testing of the training module in one country in Asia and one country in Africa.
- Deliverables:
 - Training of Trainers Manual
 - Participant Training Manual
 - Technical Assistance Protocol
 - Training Evaluation Guide

- Timeframe:
 - March 2018 to December 2018
- Expected completion dates:
 - Consultant appointment and orientation: March 2018.
 - Conduct online research and desk review of existing resources on assistance services to trafficking survivors: March 2018.
 - Develop first draft of the module based on draft conceptual framework and outline provided by FTS: April - June 2018.
 - Revise the module based on FTS review: July 2018.
 - Pilot test the module in Africa: September 2018.
 - Pilot Test the module in Asia: October 2018.
 - Technical Assistance Visits: November 2018 (FTS staff only).
 - Revise the module based on feedback from pilot tests: November – December 2018.
- Logistics and Other Support
 - FTS will provide:
 - Framework and outline of the module.
 - Continuous collaboration with members of FTS program staff to develop all deliverables.
 - Prompt feedback to the consultant.

Required Qualifications

- Understand the process of assisting a victim transition to a survivor, the rights and needs that the service providers need to provide to the individual or group.
- Understand the principles and standards of care at each stage of the assistance process.
- Understand how trauma and negative mental consequences affect victims and have expertise on providing trauma-informed care at each stage of the process.
- Have expertise on case management and how to set up an effective referral network so that the survivor being helped is connected to the appropriate service providers for their distinct needs, recognizing that the helper cannot provide for all the diverse needs the survivor will have.
- Have expertise on developing and applying practical tools that the community development worker can use to effectively help the survivor.
- Proven ability and experience in facilitating training workshops on multidisciplinary and multicultural teams.
- Extensive experience in the development of training curricula and materials.
- Demonstrated experience training local grassroots organizations on human rights, human trafficking or community mobilization.
- Fluency in English (written and spoken) with excellent communication skills.

Preferred Qualifications

- Master's degree (or equivalent experience) in social sciences, education, public health, international development or human rights.
- At least eight years of relevant professional experience.
- Knowledge of slavery, migration and human trafficking issues.

Application Process & Proposal Submission Instructions

Please submit a proposal that includes the following:

- A technical proposal including your understanding of our needs, a work plan including the overall approach, proposed methods, etc.
- A description of consulting organization or individual applicant, including the curriculum vitae of primary consultant and short biography/ies of any additional members of the team, highlighting expertise needed to support the technical proposal and references.
- A financial proposal for the completion of the deliverables.
- Examples of training modules, guides and other materials prepared by the applicant.

Applications must be submitted by email before February 28, 2018, to: consultancy@freetheslaves.net. Please use the email subject title: "Training Consultancy."

Candidates will be evaluated based on the following selection criteria:

- Technical proposal
- Financial proposal
- Experience and expertise of the consultant
- Examples of training modules, guides and other materials

To find out more and further discuss this opportunity, please contact: John Whan Yoon, Free the Slaves: john.whan.yoon@freetheslaves.net

Free the Slaves is an equal-opportunity organization. Qualified applicants are considered for consultancies without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.