



## **Consultancy Opportunity Rule of Law Training and Technical Assistance 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. Headquartered in Washington, D.C., FTS implements programs in Ghana, India, Nepal, Haiti, and the Dominican Republic.

For more information, see: [www.freetheslaves.net](http://www.freetheslaves.net).

### **Terms of Reference**

#### **Summary**

- Purpose: Development of a Training and Technical Assistance Module on rule of law to advance slavery eradication
- 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: August 2019 – May 2020
- Location: Alternative locations considered for working remotely

#### **Program Background**

Free the Slaves has developed a [community-based strategy](#) that it has deployed, with adaptation, in nine countries. The strategy 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.

This approach is embodied in the [Community Liberation Model](#) (CLM), which serves to increase sustained community resistance to slavery. 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. The four pillars of the CLM are: (1) Educating and mobilizing vulnerable communities so that they know their rights and how

to assert them; pursue norms conducive to reducing vulnerability (such as gender equity); and, organize for self-protection; (2) Liberation, care and reintegration so that victims are released from slavery and receive the necessary care and services to live in freedom and dignity; (3) Enhancing the rule of law to ensure appropriate anti-slavery and complementary laws exist and are enforced; (4) Ensuring household security to reduce vulnerability through access to essential social and economic services.

Free the Slaves is creating a Community Liberation Toolkit comprised of four modules corresponding to the pillars of the CLM. The goal of developing the Community Liberation Toolkit is to capture the competencies embedded in the FTS Community Liberation Model so that they can be efficiently transferred to FTS partners.

The purpose of this consultancy is to develop Module 3: the rule of law training and technical assistance module.

### **Consultancy Opportunity**

The primary audience for the proposed training is the staff of NGOs serving communities where slavery is occurring and/or where there is a high risk of slavery. A particular emphasis should be placed on developing material suitable for front-line community workers and their supervisors.

The goal of the training is to ensure the participants develop the knowledge and skills to advance the legal protection of the communities they serve from slavery.

**Deliverables:** In collaboration with FTS staff, the consultant will develop the following for the rule of law training and technical assistance module using a format similar to that used for the previous modules:

- Trainer Manual
- Participant Manual
- Training PowerPoint Slides
- Technical Assistance Guide
- Evaluation Guide
- Preparation and Logistics Guide
- Backpacker Guide (a summary for use in the field by trainees)

## Module Content

The specific content will be subject to discussion between the consultant and FTS staff. The following is a tentative and illustrative outline of the content to be covered in the training module:

- **Definitions and concepts:** Common understanding on key terms, such as rule of law, legal framework, policy analysis, advocacy and coalitions
- **Rule of law overview:** Conceptual clarity on how to enhance the rule of law to strengthen and sustain a policy environment that effectively prevents human trafficking, protects and reintegrates victims/survivors, prosecutes traffickers, and suppresses the demand for trafficked persons
- **Legal framework:** Understanding the legal framework and how it is implemented (national to community level), regarding key laws/policies relevant to anti-trafficking, implementation apparatus, duty-bearers, budget allocation
- **Policy analysis:** Methods and tools for analyzing policies and laws that directly affect the most vulnerable and those victimized by trafficking and modern slavery; identifying how community members can claim their rights and protections; identifying policies that need to be improved; identifying barriers to, and gaps in, policy implementation
- **Advocating for change:** Methods and tools to advocate for increased rule of law, especially at the community level; identifying advocacy actors, advocacy channels, advocacy targets, empowering citizen engagement and voice; developing an advocacy strategy and plan
- **Coalition building:** Methods and tools for working effectively in coalitions to pursue joint advocacy aims; conducting stakeholder analysis and selecting strategic allies and coalitions; building consensus and momentum to promote the rule of law
- **Measuring Impact:** Methods and tools to measure actions, outputs, impact, and level of contribution

## Duration of Training and Technical Assistance

The training should be designed for a five-day workshop. The training workshop outputs should include an action plan by each workshop participant. The Technical Assistance Guide should address follow-up consultations with the participants and their supervisors during implementation of their action plans, typically over a 6-12 month period.

## Pilot Test of the Training Module

The consultant will participate in one pilot test of the module during a training workshop and will work with Free the Slaves staff to make revisions to the module based on feedback from the pilot test. The pilot test will be held in a country where FTS has a program.

## **Coordination with Free the Slaves**

The consultant will:

- Stay in regular communication and consultation with the FTS Asia regional director, including key stages such as the setting of the module outline and table of contents, development of the draft content of the module, the pilot-test training and finalization of the module
- Consult with FTS staff and other experts on the core competencies needed by a prototypical community development worker tasked with helping communities gain increased protection under the rule of law
- Submit drafts of all deliverables for review by FTS staff and external reviewers; the consultant will revise drafts as needed based on the feedback

## **Budget**

The consultancy fee will be based on the full and satisfactory completion of all the deliverables noted above. The total fee will not exceed \$30,000.

## **Schedule**

The period of the consultancy is August 2019 – May 2020. The following is a tentative schedule for key events during that period:

- Consultant appointment and orientation: August 2019
- Conduct consultations, online research and desk review of existing resources on assistance: August 2019
- Develop first draft of the module: September – November 2019
- Revise the module based on FTS and external review: December 2019 – January 2020
- Pilot test the module: February 2020
- Revise the module based on feedback from pilot test: March – April 2020
- Finalize the module: May 2020

## **Desired Qualifications**

- A high level of expertise and experience in the content areas cited above
- Experience in developing and applying practical tools that further the rule of law and are suitable for NGOs working with highly vulnerable communities
- Proven ability and experience in facilitating training workshops
- Extensive experience in the development of training curricula and materials
- Demonstrated experience in training local grassroots organizations on human rights and human trafficking
- Fluency in English (written and spoken) with excellent communication skills

- Post-graduate degree in law, criminal justice or relevant field
- At least 10 years of relevant professional experience

### **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 the consulting organization or individual applicant, including the curriculum vitae of the primary consultant and short biographies 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 on or before Friday, July 26, 2019, to:

<http://smrtr.io/3gKNm>.

Early applications are encouraged as the applications will be considered on a rolling basis.

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

*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.*