



Vacancy Notice

Position Title: Consultant
Duty Station: home-based
Duration: 1.5 months
Estimated Start Date: 02/08/2021
Closing Date: 26 July 2021

IOM Introduction:

Established in 1951, IOM is a Related Organization of the United Nations, and as the leading UN agency in the field of migration, works closely with governmental, intergovernmental and non-governmental partners. IOM is dedicated to promoting humane and orderly migration for the benefit of all. It does so by providing services and advice to governments and migrants.

Terms of Reference

1. Nature of the consultancy:

- a) Develop and produce a training curriculum and guidelines for shelter personnel on the identification and assistance to victims of trafficking.

In Mongolia, services for the protection and rehabilitation of victims of trafficking are currently mainly provided by civil society organizations, often within the framework of projects and programs conditioned by availability of funds. While these organizations provide effective support to the beneficiaries assisted, there remains a need to establish complementary mechanisms aimed at ensuring sustainability of protection and rehabilitation services for victims of trafficking. Mongolia's National Plan of Action indicates under objective 2 to "2.2.2. Take measures to develop comprehensive services to protect victims of trafficking, to provide health and psychological counseling services;" and under objective 3 to "3.2.1. establish a permanent victim protection shelter; 3.2.2. create a system to provide health and psychological services to victims of trafficking and start operation".

A crucial role in this regard may be played by the existing government-affiliated institutions known as 'One Stop Service Centers' ("OSSC"), which currently provide diverse types of services to victims of domestic violence. Several services for victims of human trafficking are common also for victims of domestic violence and could be offered by the staff operating at the OSSCs. At the same time, service providers dealing with trafficked persons require specialized training in order to correctly address vulnerabilities specific for victims of trafficking, from the point of initial contact and screening up to the effective social reintegration.

In support of output Output 3.2 (Protection service providers are better equipped to identify and protect VoTs in line with international standards and best practices), IOM is cooperating with the Mongolian Crime Prevention Unit (CCCP) under the Ministry of Justice and Home Affairs, to reinforce state-run systems for the provision of assistance to trafficked persons, based on three main actions:

1. Select a number of OSSCs in Ulaanbaatar and in other *aimags* prone to trafficking phenomena;
2. Build the capacity of selected OSSCs staff to deal with the specific vulnerabilities of victims of trafficking and;

IOM Mission in the People's Republic of China

No. 9-1-82, Tayuan Diplomatic Compound, Chaoyang District, Beijing China, 100600

北京市朝阳区塔园外交公寓 9-1-82 邮编 100600

Tel.: +86-10-59799695 – Fax: +86-10-85323687 – E-mail: iomchina@iom.int – WeChat: IOMChina



3. Complement the offer of services for victims of trafficking which cannot be delivered in-house by the OSSCs with complementary assistance provided by IOM (vocational trainings, life-skill trainings and legal assistance).

As per direct request of the Head of the CCCP, IOM will develop a training curriculum and Minimum Standard Guidelines on the Protection and Assistance of Victims of Human Trafficking for OSSC personnel, in order to support their work and build their capacity to cater VOTs short-term and medium-term needs.

2. IOM Project to which the Consultancy is contributing: 'Strengthening Mongolia's Efforts to Prevent and Respond to Human Trafficking'

Mongolia is a source and destination country for men, women and children subjected to trafficking in persons for the purpose of forced labour and sexual exploitation. Human trafficking within Mongolian borders is also a problem with thousands of women and children estimated to be trafficked every year from rural communities into cities and/or abroad. In Mongolia, IOM is implementing the project 'Strengthening Mongolia's Efforts to Prevent and Respond to Human Trafficking' to help the Government of Mongolia (GoM) consistently identify and protect victims through a set of mutually reinforcing activities centred on communication and outreach, migrant empowerment, data collection and information sharing, capacity building trainings for government officials and stakeholders, and victim direct and reintegration assistance.

3. Tasks to be performed under this contract:

Under the overall supervision of the Chief of Mission of IOM China and Mongolia, the direct supervision of the IOM Counter-Trafficking Project Manager and in coordination with the IOM Senior Project Assistant, the incumbent will be responsible to develop a training curriculum and Minimum Standard Guidelines on the Protection and Assistance of Victims of Human Trafficking. All materials developed will have to strengthen the capacity of the duty-bearers (service providers) to fulfil their obligations in assisting victims of trafficking based on a non-discriminatory, rights-based and gender sensitive approach, by also promoting the application of concepts such the non-prosecution of victims of trafficking, confidentiality and personal data protection, safety and security, voluntary participation and informed consent to minimize the risk of harm for all survivors supported by the capacitated stakeholders.

4. Deliverables (to be completed by 15 September 2021):

Tasks to be performed throughout the consultancy duration:

- a) Develop a 2-day training curriculum package, inclusive of PPTs (including slide speaking notes) and practical exercise, for OSSCs/shelter personnel which will be comprised, as a minimum, of the following information:
 - Human Trafficking definition
 - Human Trafficking vs Smuggling of Migrants
 - The Mongolian legislative framework to counter human trafficking
 - Human Trafficking vs Domestic violence (theory and exercise- case studies)



Identification – indicators

Interviewing and the use of the screening forms

VOTs rights, needs assessment and risk assessment

Setting up a victim-friendly environment: shelter rules, shelter admission and discharging procedures

Providing counselling and developing a reintegration plan

Dealing with PTSD and other psychological and physical traumas (exercise on the Psychological First Aid, Relaxation exercises etc)

Working with VOTs who reject assistance

- b) Develop Minimum Standard Guidelines on the Protection and Assistance of Victims of Human Trafficking for OSSC Personnel in compliance with the Mongolian legislation and IOM standards of assistance¹
- c) Review the 2-day training curriculum and the Minimum Standard Guidelines on the Protection and Assistance of Victims of Human Trafficking for OSSC Personnel based on the suggestions received by the Head of the CCCP and IOM Mongolia
- d) Conduct one Training of Trainer session for the IOM Mongolia staff/local stakeholders who will facilitate the trainings for OSSCs personnel.

5. Realistic delivery dates and details as to how the work must be delivered:

All deliverables will be completed by 20 September 2021 as discussed directly with the Project Manager and based on the following plan:

- a) Develop a 2-day training curriculum, inclusive of PPTs (including slide speaking notes) and practical exercise, for OSSCs/shelter personnel: by 16 August
- b) Develop Minimum Standard Guidelines on the Protection and Assistance of Victims of Human Trafficking for OSSC Personnel in compliance with the Mongolian legislation and IOM standards of assistance²: by 27 August
- c) Review the 2-day training curriculum and the Minimum Standard Guidelines on the Protection and Assistance of Victims of Human Trafficking for OSSC Personnel based on the suggestions received by the Head of the CCCP and IOM Mongolia: by 16 September
- d) Conduct one Training of Trainer session for the IOM Mongolia staff who will facilitate the trainings for OSSCs personnel: by 20 September

6. Performance indicators for evaluation of results (value of services rendered in relation to their cost):

¹[The IOM Handbook on Direct Assistance for Victims of Trafficking; Minimum Standard Guidelines on protection of Victims of Trafficking \(VoTs\) – IOM Zambia; IOM Reintegration Handbook - Practical guidance on the design, implementation and monitoring of reintegration assistance](#)

²[The IOM Handbook on Direct Assistance for Victims of Trafficking; Minimum Standard Guidelines on protection of Victims of Trafficking \(VoTs\) – IOM Zambia; IOM Reintegration Handbook - Practical guidance on the design, implementation and monitoring of reintegration assistance](#)



The Consultant's performance will be evaluated against the following criteria: timeliness, responsibility, initiative, communication, and quality of the products delivered.

7. Working Arrangements:

- a) The Consultant will work on home-base arrangement. The Consultant will keep a Log / Consultant Timesheet to record working hours/days for submission at the end of the consultancy.

Required Qualifications :

- Completed a minimum master's degree (or equivalent advanced university degree) in Communications, Law, Political Science, Social Science, Policy Studies, International Relations, Development;
- Minimum 10 years of experience in counter-trafficking work, including delivering of trainings for law enforcement and non-law enforcement stakeholders and service providers and developing related training curricula, SOPs, guidelines and other related counter-trafficking documents.

Experience in working with relevant governmental and non-governmental institutions and senior representatives in charge of counter trafficking in person policy and implementation would be a distinct advantage as well as previous experience working in an international organization

How to apply:

Interested candidates must submit a) Detailed curriculum vitae; b) Samples of previous similar work developed; c) Quotation for service.

Applications shall be submitted by e-mail to iomubadminhr@iom.int, copying mserdyanjiv@iom.int and vscarozza@iom.int and indicating '**Application for International Consultancy – OSSCs training curriculum and guidelines**' as subject.

The deadline for applications is 26 July 2021.

NOTE: Only shortlisted candidates will be contacted. Incomplete applications will not be considered. This vacancy is subject to confirmation of funds.