



Organisation in Special Consultative Status
with the Economic and Social Council since 2020

233 324 360 | 666 952 306
670 222 514

Info@comuceld.org

www.comuceld.org

Ref _____

Date _____

**TERMS OF REFERENCE FOR HIRING OF A
CONSULTANT TO DOCUMENT PROMISING PRACTICES AND SUCCESS STORIES ON
GENDER-BASED VIOLENCE PREVENTION**

Project: Strengthening Community Resilience to combat GBV

Assignment

Collect 10 resources and examples of good practices regarding advocacy, capacity building and awareness raising from other successful campaigns which are context and culture specific for e.g. violence related to conflict such as rape, female genital mutilation, breast ironing, child marriages etc. so that lessons learnt by others can be used for our benefit and relevant issues can be targeted more efficiently with better results. This will be coupled with a database on gender-based violence related International and local legal instruments such as the ones provided [here](#) and condensing valuable information into easily readable, accessible charts and tables so that they can be used by lay community leaders to inform community actions without the need of a specialized legal aid. A desktop computer shall be purchased for this activity, so that the database can be kept on file at the organization's office. These resource together with the database on gender-based violence related International and local legal instruments will be handed to municipal, religious and traditional leaders



Location of the assignment	Remotely
Period of Contract	06 weeks
Open to	Individual Consultant
Submit to	programmes@comuceid.org
Budget	Submit a budget along with your application to the email address above.

About CCID

At CCID, we aim to empower individuals and communities to uplift women, young people—especially girls—and the wider community to be leaders for positive change. We strongly believe that women and young people in Cameroonian communities are central assets whose full potential remains untapped.

Constituted on 6th April 2016 as a non-profit organization and recently being awarded an ECOSOC status by the United Nations, we work with communities to bring diverse groups together and leverage their abilities, interests, and resources in order to engender shared values and benefits. We ensure local ownership of initiatives by working with communities to drive program design and implementation. We highly value the importance of developing a comprehensive understanding of the social, cultural, political, and economic dynamics in the communities where we implement our programs and interventions.

Objective of the assignment

The overall objective of the consultancy is to take stock of the achievements in the prevention of gender-based violence through advocacy, capacity building and awareness raising experience to inform future program undertakings and document gender-based violence legislation at national, regional and internationally.



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Specific Objective

- Collect 10 resources and examples of good practices regarding advocacy, capacity building and awareness raising from other successful campaigns which are context and culture specific for e.g. violence related to conflict such as rape, female genital mutilation, breast ironing, child marriages etc. so that lessons learnt by others can be used for our benefit and relevant issues can be targeted more efficiently with better results.
- Create a database on gender-based violence related International and local legal instruments such as the ones provided [here](#) and condensing valuable information into easily readable, accessible charts and tables so that they can be used by lay community leaders to inform community actions without the need of a specialized legal aid.

Deliverables:

- An inception report with a clear methodology, time frame and final checklist and the content of themes and topics to be documented as best practices/lessons/case stories.
- The draft report incorporating i) Narrative of Best Practices & Lessons, ii) 3 case stories and 10 pictures.



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Selection Method for Consultant :

The Selection of consultant will be finalized after scrutiny on the basis of following criteria:

- i. Budget/Rate per consultant which is inclusive of all as mentioned under specific task as above.
- ii. Overall Work experience of consultant.
- iii. Details of Human resource involved in the process.
- iv. Experience in delivering writing promising practice documents.
- v. CV of consultant.

Interested groups must send their group profile, links to recorded work and concept note for the theatre highlighting the theme and working experience in relevant field, cost/budget on programmes@comuceid.org by 31st March 2021.

Duration and Administration of The Consultancy

The consultancy will be carried out for a period of 06 weeks from the time of contract signature by both parties. including consultation, field visit and preparation and submission of final report. The contract will be deliverable-based and payment will be made after submission of the deliverables as specified in the contract agreement. An original copy of final report (soft) is to be provided by the service provider. The consultant will work closely with Community Centre for Integrated Development.

Payment Schedule

The payments accruing to this exercise will be disbursed as here below;



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- **First Instalment:** 30% upon completion and submission of the inception report detailing the methodology, timeframe and budget with an invoice
- **Second instalment:** 40% of contract amount shall be paid upon submission of draft Outcome Assessment Study report / Draft documentary video on CD.
- **Third/Final Instalment:** 30% of the contract amount shall be paid upon completion and submission and acceptance of final report/ final documentary video comprising the key achievements, lessons learnt, success stories and recommendations for future interventions with invoice