

Terms of References

Development of a Social and Behaviour Change Communications Training of Trainers

About Humanity & Inclusion (HI)

Our vision: Outraged at the injustice faced by people with disabilities and vulnerable populations, we aspire to a world of solidarity and inclusion, enriched by our differences, where everyone can live in dignity.

Our mission: HI is an independent and impartial aid organization working in situations of poverty and exclusion, conflict and disaster. We work alongside people with disabilities and vulnerable populations, taking action and bearing witness in order to respond to their essential needs, improve their living conditions and promote respect for their dignity and fundamental rights. On its 35th anniversary, the Handicap International network changed its name to Humanity & Inclusion.

Our Values: Humanity; Inclusion; Commitment; Integrity

Objective and deliverables

Context of the consultancy

HI has long been involved in Armed Violence Reduction (AVR) and Health projects, including activities that aim to save lives through behavior change. Specifically, one of the main sub sectors under HI's AVR sector is Explosive Ordnance Risk Education (EORE). EORE refers to activities which seek to reduce the risk of injury from EO by raising awareness of women, girls, boys and men in accordance with their different vulnerabilities, roles and needs, and promoting behavioral change. Core activities include public information dissemination, education and training. Traditionally, HI has conducted EORE using awareness-raising approaches – for example, delivering safety messages door-to-door, or sharing an EORE film/radio/short message via mass media channels and/or social media – however, with little technical expertise of Social and Behaviour Change Communication (SBCC) approaches. Another sub-sector of HI's AVR response that relies heavily on SBCC is Conflict Transformation. Conflict Transformation addresses asymmetrical power dynamics often at the root causes of violent conflict by empowering marginalized groups to represent their interests and resolve conflicts without violence. As such, SBCC is at the core of many conflict transformation activities such as: inter-community dialog, work with civil society organizations, community-based resilience through participatory risk evaluation and mitigation plans, etc. Similarly, under the Health and WASH sector, HI has been sharing messages on non-communicable diseases, COVID-19 and WASH, using mainly awareness-raising methods with few case studies of SBCC approaches.

Understanding the limitations and challenges on relying too heavily on awareness-raising techniques, and the advantages of adopting an SBCC approach, HI is currently developing a policy paper on SBCC. The policy paper is both a theoretical document – exploring the progression towards SBCC – as well as a practical guide to implement inclusive SBCC, the inclusion component focusing on people with disabilities, but which does not exclude other diversity factors such as gender and age. This is the first step to institutionalizing SBCC at HI. As a second step, HI is planning to identify 'SBCC Champions' and deliver an SBCC Training of Trainers for the identified champions. The purpose of the training will be to capacitate the champions with good technical knowledge of SBCC and enable them to implement high-quality SBCC approaches in the field and adapted to their sector. In addition, the SBCC Champions should be able to replicate the training for their peers if necessary.

General Objective

The general objective of the consultancy will be to design and implement a Training of Trainers for identified 'SBCC Champions' at HI. The 'SBCC Champions' will be a mix of approximately 25 Headquarters

and field staff coming from different sectors of HI – mainly AVR and Health. Along with the support of HI’s technical specialists in AVR, Health and WASH, the Consultant must provide a training that is adaptable to all HI’s sectors and in line with HI’s SBCC Policy Paper. The SBCC Policy Paper will be provided to the selected Consultant after contract signature and the Consultant will also provide feedback into the Policy Paper.

The training should be conducted in hybrid format and not be longer than ten working days. Ideally, the training will be equally divided between in person training and online training and the in-person training will not span over a weekend. The in-person training should be largely practical applications whereas the online training is more theoretical. The in-person training will take place in Lyon, France. HI will provide training space, materials and equipment. SBCC case studies from Health, AVR and/or WASH sectors are required as part of the training, including use of SBCC in emergencies and development settings. Whilst the Consultant is expected to already have excellent case studies, HI’s Specialists in Health, WASH and AVR may support.

It is up to the Consultant to design and propose the hybrid ten day Training of Trainers using the above-mentioned guidelines. All materials from the training will be shared with HI and be considered the property of HI. In addition, the Consultant should develop a training manual, including a list of recommendations to ensure cultural adaptation of the training, which enables HI’s SBCC champions to replicate the training if necessary.

By the end of the training, the participating SBCC Champions should have a good knowledge of SBCC approaches and be confident to implement an SBCC approach in their context.

Specific objective 1: Review and provide feedback onto HI’s SBCC Policy Paper to ensure technical quality of the proposed inclusive SBCC approach.

Deliverable 1.1: Review and feedback on HI’s SBC Policy Paper in track changes.

Deliverable 1.2: Online meeting for feedback information session with relevant HI authors and contributors.

Specific objective 2: Develop and deliver a hybrid training to capacitate HI’s SBCC Champions to confidently implement an SBCC approach in their context and sector.

Deliverable 2.1: Develop hybrid training on SBCC, based off input from HI technical specialists.

Deliverable 2.2: Deliver hybrid training on SBCC.

Deliverable 2.3: Produce training report which should be submitted as a narrative and include information on training process, outputs, and recommendations. A template will be provided by HI.

Deliverable 2.4: Develop a training manual for HI’s SBCC Champions to replicate the training.

Desired profile of consultant

Education

- Master degree in SBCC, Communications 4 Development, Strategic Communications, or similar. Or, Master degree in International Development, Humanitarian assistance, Public Health, Communications or similar with demonstrable experience in SBCC.
- Additional training in AVR, Health, international development, humanitarian assistance, inclusion or similar, is highly desirable.

Experience

- At least five years of demonstrable theoretical and field experience in the implementation of SBCC approaches, especially in international/humanitarian contexts.

- At least five years of demonstrable experience in training design, implementation and facilitation, both in person and online.
- Understanding and implementation of meaningful community engagement.
- Expert in quantitative and qualitative methodologies for analysis and monitoring and evaluation, such as Knowledge, Attitude and Practice Surveys, Focus Group Discussions, Observation methods, etc.

Know – how

- Ability to work in an international setting with individuals of different nationalities and backgrounds.
- Capable of working under tight deadlines.
- Flexible and adaptive to respond to evolving needs.
- Innovative in their approaches and willingness to share ideas and inspire new ideas.
- A positive, can do attitude.

Language

- The training shall be conducted in English. The Consultant must be fluent in the English language.
- French, Spanish and/or Arabic would be desirable.

SERVICE DURATION AND LOCATION

All products must be delivered by 31 December 2022. There is a strong preference for the in-person training to be in November 2022 either the weeks of the 14th or 28th November.

The start date for the consultancy is flexible but HI anticipates a start in late September/early October. The Consultant should develop a timeline as part of their application clearly indicating their anticipated start date, deliverable dates, and end dates.

Submission

Applications should be addressed – latest – by 09 September 2022 to Céline Cheng, Global EORE Specialist, at c.cheng@hi.org indicating in the subject of the e-mail: ‘HI Consultancy – SBCC’. In case of questions, please contact the same address.

Offers must include the following documents to be eligible:

1. Technical proposal including full schedule and methodology of services to be rendered.
2. Financial proposal.
3. Consultant’s CV and motivation letter.
4. One example of previous similar work (SBCC training materials or manuals previously developed is preferred).
5. Legal and valid business registration as consultant.
6. Evidence that government taxes have been paid.
7. Proof that the Service Provider has paid social security contributions.
8. Specific accommodations if any.

Only candidates meeting all qualifications and experience will be contacted for further consideration. HI is committed to preventing any type of unwanted behaviour at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of boys, girls, men and women with and without disabilities with whom HI engages. HI expects

all staff and partners to share this commitment through our code of conduct and other Institutional policies such as the PSEAH and Child Protection Policy.