

TERMS OF REFERENCE

for a National Consultant to support the strengthening of the national focal points' capacity responsible for mainstreaming diaspora, migration and development aspects into central and local development policies and programmes

1. Overview

Within the framework of the Swiss Agency for Development and Cooperation (SDC) funded project “Consolidating Moldova’s Migration and Development Institutional Framework” and the Joint IOM/UNDP Pilot Project on “Mainstreaming Migration into Development”, IOM is supporting the Moldovan authorities in enhancing the capacity of the national and local public institutions with a diaspora-engaging mandate to mainstream Diaspora Migration and Development (DMD) matters into development policies and programmes.

The “Consolidating Moldova’s Migration and Development Institutional Framework” aims at enhancing the institutional framework for DMD at the national and local level to facilitate the involvement of the Moldovan diaspora and migrant community in the development of their country of origin. Furthermore, the project shall foster the efficiency, ownership and sustainability of the coordination role to ensure a whole-of-government approach, as well as strengthening the capacities for elaborating and implementing diaspora-engagement policies and services. The importance of this support is especially high in light of the current political and economic situation, which has created negative perceptions and concerns among the Moldovan migrants and affected Diaspora’s aspirations about Moldova’s development pace and trends.

The second phase of the Global Joint IOM/UNDP Programme “Mainstreaming Migration into National Development Strategies” is being implemented as a Global Joint Programme of IOM and UNDP in Bangladesh, Ecuador, Jamaica, Kyrgyzstan, Moldova, Morocco, Serbia, and Tunisia. The programme builds on the agencies’ partnership in the context of the Global Migration Group (GMG), including co-chairmanship of the working group on migration mainstreaming; and their complementary roles and networks with national governments at country level, where, together, they are ideally placed to convene the UN Country Team around the topic of Migration and Development. IOM is responsible for the implementation of the country level activities and UNDP for the global-level activities.

The purpose of the programme is to enable the governments involved and their UN Country Team partners to develop a context-specific, evidence-based, participatory, and holistic approach to migration and development at the national level. In the Republic of Moldova, the Global Joint Programme will continue supporting the Government in identifying, prioritizing and implementing Migration and Development objectives, and assessing progress through participatory monitoring and evaluation frameworks.

The mass migration waves, which started in the 1990s has led to an outflow of Moldovan nationals, with almost a quarter of the country’s population currently residing abroad on a temporary or more permanent basis. The Moldovan Diaspora – in its wider acceptance, including both the Moldovans established/settled abroad, but also Moldovan migrants with a temporary status – is now increasingly seen as a solid agent of development.

Aware of the Moldovan Diaspora’s development potential, the Moldovan Government in 2012 established the Bureau for Relations with the Diaspora (BRD) as a General Department within the State Chancellery, under the direct supervision of the Prime Minister. In accordance with Prime Minister Instruction No. 58, 34 institutions (national focal points) are responsible for mainstreaming diaspora and migration-related aspects into development policies and BRD has the leading role in ensuring its implementation. Furthermore, the Government Decision no. 725 of 08.09.2017 on the mechanism for coordinating the state policy in the field of Diaspora, Migration and Development aims at expanding the network of DMD Focal Point to the local level which aims to implement the “whole-of-the-Government” approach in the field of DMD at the national and local levels, as well as the establishment of an Inter-ministerial Committee on DMD. Additionally, the BRD was assigned in 2014 to be the coordinating institution of the process of the drafting the “Diaspora Strategy 2025”, which was approved by the government on 24 February 2016. BRD will furthermore be coordinating and monitoring the implementation of the Action Plan 2016 – 2018 attached to it. With three years of comprehensive experience, the BRD has developed into a stable and productive institution with great development potential. At the same time, the “Diaspora Strategy 2025” and its Action Plan 2016 – 2018 provides for the establishment of a network of local focal points, including

the local public authorities of the second level (rayons, municipalities and the autonomous territorial unit of Gagauzia) to be responsible for mainstreaming diaspora and migration related aspects into the local action plans and policies.

Against this background, the proposed action is called to support the Government, including the BRD of the State Chancellery, to assume an independent and sustainable role in the realm of Diaspora, Migration and Development (DMD), including namely through the exposure of advanced international best practices and expertise.

2. Objective

The overall objective of the assignment of the National Consultant (hereinafter “the Consultant”) is to provide support to the BRD of the State Chancellery in strengthening the capacity of the Diaspora national focal points designated within the Government and capacitate them to mainstream diaspora and migration-related aspects into the central and local policies and action plans. This will result in strengthening of the overall Government’s capacities for mainstreaming diaspora, migration and development aspects into the development policies and strategies, in a whole-of-government approach.

3. Justification

In light of the current needs of Moldova’s development, such as the implementation of the country’s development agenda, including the EU-Moldova Association Agreement, the Government of Moldova (GoM), through BRD, requires consistent support in systematic diaspora engagement. This is especially relevant concerning activities benefiting the national and local development of the Republic of Moldova and the creation of prerequisites for the Diaspora to generate and implement its own initiatives in the area. A significant drawback for an efficient Diaspora engagement is the limited coordination capacity within the state institutions with a diaspora-engaging mandate and the lack of a mechanism to integrate the DMD matters at local level.

Moreover, there is limited coherence of actions at national and local levels. This implies lack of experience and expertise in implementing long-term diaspora-engagement and development policies and services as well as coordinating with relevant counterparts. Also, beyond the policy development roles, BRD (and the designated Diaspora Focal Points within the government) should have operational delivery capacity. Diaspora local points should be designated in public administration of the second level, and mechanisms for effective cooperation and coordination on diaspora, migration and development matters with the national local points should be devised. There should be clear responsibilities concerning formulation of migration policies, as well as when to consult diaspora representatives. For successful implementation of migration and development policies to be achieved, leaders and high-level decision makers need to create an enabling environment, by inspiring and motivating their organization to work together towards common goals. This project component is tailor-made to contribute to gradual elimination of the mentioned shortcomings and ensure its sustainability within relevant government bodies.

4. The Consultant

Against this background, IOM Moldova, in cooperation with the BRD of the State Chancellery, will commission a national consultant (based on a standard IOM contract) based in the Republic of Moldova (local) to strengthen the capacity of the designated Diaspora national focal points. To undertake this the consultant will be revising the training program (curriculum) previously developed and will be conducting a training course on Migration and Development based on the updated training program (curriculum) and the relevant methodology, intended to strengthen the capacity of the central and local public authorities with a diaspora engaging mandate (national and local focal points). The training program (curriculum) was developed, based on the most advanced international standards and best practices and should be updated taking into account the current needs, key capacity issues and gaps of the central and local public authorities with a diaspora engaging mandate.

Based on the training program (Curriculum) on Migration and Development, the Consultant will conduct the respective training course, as follows:

- **2 (two) one day capacity building training on Migration and Development for the central focal points in Chisinau; and**

- **5 (five) one – day capacity building trainings on the essentials of Migration and Development for the local focal points in the regions (Center, South, North of Moldova) and in Comrat.**

The trainings will be organized in Chisinau and in the Center, South, North regions in seven rounds, one day each, within the period of the Consultant’s assignment based on a mutual agreement between IOM, BRD and the Consultant.

It is expected that by the completion of the capacity building trainings, the national and local focal points will enhance their skills of using the migration statistics for a coherent and coordinated evidence-based policy making within the DMD field, as well as of mainstreaming DMD considerations into development policies and programmes. Likewise, upon the completion of the trainings, the local focal points shall have a better understanding of the migration and local development nexus, as well as of elaborating, implementing and monitoring local development initiatives. Furthermore, both national and local focal points will have increased their competency level and acquired the necessary skills to implement policies and services for the Moldovan diaspora, as well as contributing to harnessing its resources for the homeland development.

5. Tentative Timeline for Deliverables

The services hereunder will be delivered by the Expert according to the timeframes indicated in the below table.

Time / Deadline	Activities and Deliverables
By November 18, 2017	Deliverable 1: Revising and updating the training program (curriculum) taking into account the current needs, key capacity issues and gaps of the central and local public authorities with a diaspora engaging mandate.
By November 21, 2017	Deliverable 2: Execution of the 1 st round of a one-day capacity building training on M&D, conducted for the local-level focal points and the development of the training report.
By November 23, 2017	Deliverables 3: Execution of the 2 nd round of a one-day capacity building training on M&D, conducted for the local-level focal points and the development of the training report, agenda, hand-out materials.
By November 28, 2017	Deliverables 4: Execution of the 3 rd round of a one-day capacity building training on M&D, conducted for the local-level focal points and the development of the training report, agenda, hand-out materials.
By November 30, 2017	Deliverables 5: Execution of the 4 th round of a one-day capacity building training on M&D, conducted for the local-level focal points and the development of the training report, agenda, hand-out materials.
By December 07, 2017	Deliverables 6: Execution of the 5 th round of a one-day capacity building training on M&D, conducted for the local-level focal points and the development of the training report, agenda, hand-out materials.
By December 14, 2017	Deliverable 7: Execution of the 6 th round of a one-day capacity building training on M&D, conducted for the central-level focal points and the development of the training report, agenda, hand-out materials

By December 20, 2017	Deliverable 8: Execution of the 7 th round of a one-day capacity building training on M&D, conducted for the central-level focal points and the development of the training report, agenda, hand-out materials
By December 31, 2017	Deliverable 9: Final Report on all tasks and activities performed under this consultancy, including concrete recommendations on the next steps to be undertaken to further ensure effective capacitation of the central and local public authorities with a diaspora engaging – mandate.

6. Working method and Partners

The Consultant will carry out the tasks, based on consultations with and in collaboration with IOM and the BRD. The advice provided shall be based on the best available international practices and on the job consultancy/mentoring during the contract period.

The IOM Moldova project team and relevant BRD staff assigned will provide various logistical, operational, and liaising support to facilitate the effective implementation of the activities. IOM will also upon request from its partners, assist in translating relevant documents from Romanian to English or vice versa, when needed.

Note: In his/ her activity, the Consultant will be guided by human rights and gender compliance principles and will support the coordination efforts undertaken by various stakeholders, including IOM, the Government, local authorities, non-governmental and international organizations and donors to ensure human rights, gender compliance and anti-corruption focus of the state agencies' activity.

Period of assignment and remuneration

It is expected that the Consultant will spend up to **24 working days** for the envisaged activity under this ToR, including preparation time, during the period November 2017 – December 2017. The fee will be paid to the Consultant in several instalments, according to the established delivery schedule, upon completion by the Consultant of all tasks specified in these terms of reference.

Professional qualification

- University degree in international relations, law, public administration, political science or an equivalent combination of relevant training and experience;
- Professional and progressively responsible working experience (at least 3 years) with substantial recent work experience in the field of migration and development;
- Experience related to the policy formulation and legislative and institutional design;
- Experience in working (at least 5 years) with governmental institutions, international and non-governmental organizations;
- In-depth knowledge of the Diaspora, Migration and Development topic and diaspora engagement (including in the Moldovan context).

Potential professional advantages:

- Previous experience in development assistance or related work for the Moldovan Government, donor organization, consulting company or NGO;
- Previous experience in providing support and advice to the central and local public authorities, and their offices;
- Previous experience in developing educational and support materials for trainings, as well as in conducting trainings for the central and local public authorities.

Personal skills and competences

- Strong analytical, research, communications and writing skills;
- Good communication, interpersonal and organizational skills, integrity, demonstrated by the ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity;

- Ability to multi-task and work efficiently under minimal supervision with high level of resilience;
- Advanced PC knowledge;
- Proven high level of discretion and flexibility.

Languages

Good knowledge of Romanian and Russia (speaking and writing). Knowledge of English language would be an added advantage.