

Terms of Reference

Webinar TOT for CALP Network’s specialised course (Linking Social Protection and Humanitarian CVA)

Responsible Manager	CALP MENA Programme Coordinator
Additional Management Support	CALP Learning Delivery Lead
Date	December 2022
Consultancy duration	3 days
Timeframe	January - February 2023
Location	Consultancy will be home-based
Budget	1,500 Euro

Background

The CALP Network is a dynamic global network of over 90 organisations engaged in the critical areas of policy, practice and research in humanitarian cash and voucher assistance (CVA) and financial assistance more broadly. Collectively, CALP members deliver the vast majority of humanitarian CVA worldwide.

What makes the CALP Network unique is its diversity. CALP members currently include local and international non-governmental organisations, United Nations agencies, the Red Cross/Crescent Movement, donors, specialist social innovation, technology and financial services companies, researchers and academics, and individual practitioners.

Together we seek to better meet the needs and improve the outcomes for people affected by crisis. To do this we ensure that CVA is a central, scalable component of quality, timely and appropriate humanitarian assistance, and that the need to sustain positive outcomes for people over the longer term is considered.

We envision a future where people are enabled to overcome crises with dignity, by exercising choice and their right to self-determination. This helps to sustain their well-being over time.

To do this we catalyse the power, knowledge and capacities of our diverse global network, alongside other local, national, regional and global actors, all of whom are seeking to secure better outcomes for people living in crisis contexts. Our role as a collective is to generate alignment in the approaches and actions of those within and across our network, in order to help optimise the quality and scale of humanitarian CVA.

Context for the work

CALP Network is in the planning process to deliver multiple Specialized CVA training in the MENA region, the trainings will be delivered to respond to the high demand by humanitarian actors.

CALP is looking for a CALP-certified trainer/s with experience of delivering online courses, and who have ideally delivered the following face-to-face trainings:

- Linking Social Protection and Humanitarian CVA

Specific task(s) of the consultancy

Key activities of the consultancy include (with estimated number of days in parentheses):

- 1) Review existing TOT materials, refine where necessary and prepare for delivery (1 day)
- 2) Delivery of Linking Social Protection with Humanitarian CVA TOT remotely, 1x 2-hour webinar-based TOT session (1 day)
- 3) Submission of post webinar/ training report (1 day)

Key Deliverables/Outputs

During the consultancy, the following outputs will be expected:

- a) Delivery of the Linking Social Protection with Humanitarian CVA TOT online
- b) Submission of post trainings reports.

Time Schedule & Project Duration

All activities of this consultancy are expected to be completed by February 2023.

Management

This piece of work is commissioned by Oxfam GB on behalf of the CALP Network. The consultant will be managed by a representative from the CALP Network's Learning team, with the support from a representative from the MENA regional team.

Milestones & Payment Schedule

A one-time payment will be made upon successful completion and submission of all project deliverables.

Essential profile of the consultant

For this piece of work, CALP is looking for the following expertise:

- Must be a CALP-certified trainer for the specialised courses, Linking Social Protection and humanitarian CVA.
- Experience delivering webinar-based courses and facilitating remote meetings.
- Strong interactive facilitation skills and an adaptive, dynamic instructional approach to ensure learning remains tailored to evolving discussions and questions.
- Demonstrated technical knowledge of global debates and critical issues in linking social protection with humanitarian CVA globally.
- Strong English language skills.
- Preferred to have experience in the MENA region, especially in humanitarian assistance and/or social protection.

Interested candidates should submit their Technical & Financial Proposals to <consult@calpnetwork.org>, indicating the subject "CALP Specialised Online ToT - SP", no later than the 31st of January 2023.

The proposal should include the following:

- Short technical proposal outlining the proposed methodology, workplan, and budget.
- CVs of the proposed candidate(s).

Your financial and technical proposal should be valid for **90** days.