

Request for Proposal: Strategy Development Facilitator – Nepal

TERMS OF REFERENCE

LOCATION: NEPAL

REPORTING TO: PROGRAM MANAGER

Application Deadline: Wednesday 19th January 2022

Introduction

The Freedom Fund is looking for a consultant or organisation to support the facilitation and development of a joint strategy with the three largest agricultural bonded labour networks in Nepal, the Harawa-Charawa Network, Haliya Federation and the Mukta Kamaiya. The strategy would be a long-term plan and roadmap for their movement to eliminate agricultural bonded labour in Nepal and support families to recover.

Background and overview of The Freedom Fund

The Freedom Fund (www.freedomfund.org) is a leader in the global movement to end modern slavery. It:

- **invests** in those countries and sectors with the greatest incidence of slavery.
- **analyses** which interventions work best and **shares** that knowledge.
- **brings together** a community of activists committed to ending slavery and empowered by the knowledge of how best to do so.
- **generates** funding by demonstrating how effective interventions can protect those at risk of being enslaved and free those in slavery.

The Freedom Fund works to combat many different forms of extreme exploitation, including forced labour, sex trafficking, forced marriage, and the worst forms of child labour. The Fund operates anti-slavery programs in Ethiopia, India, Nepal, Thailand and Myanmar and will open new programs in Brazil, Indonesia and Bangladesh in 2021.

The Freedom Fund's Work in Nepal

The Freedom Fund's hotspot program in Nepal is working to bring an end to agricultural bonded labour. Some 400,000 people are estimated to be in agricultural bonded labour across Nepal, with families trapped in exploitative labour relationships to repay debt which may be passed down through several generations. The three largest groups affected are the Harawa-Charawa, Haliya and Kamaiya between whom there has been limited interaction despite many of the challenges being shared. Working with six local organisations, the hotspot supports the Harawa-Charawa bonded labourers in Province 2, the Haliya in Province 7 and Kamaiya in Province 5. Although the government of Nepal has officially 'freed' the Haliya and Kamaiya bonded labourers, many failed to access government rehabilitation schemes while a lack of alternative work meant that the groups remain highly vulnerable to falling back into bonded labour. The hotspot aims to reduce the prevalence of agricultural bonded labour across Nepal through mobilising a national survivor-

led movement, ensuring the government has a robust legal and policy framework and building the resilience of these communities to bring themselves out of bondage.

Joint Strategy Development

The Freedom Fund is supporting the three largest agricultural bonded labour networks, the Harawa-Charawa Network, Haliya Federation and the Mukta Kamaiya, to develop a long-term strategy for their movement to eliminate agricultural bonded labour in Nepal and ensure survivors receive support to recover and rebuild their lives. The development of the strategy will be a participatory process with the networks and supported by their allies. It will take into account that the networks are at different stages in their fight to end agricultural bonded labour and will draw out common areas where the networks can work together to achieve change. The detail of the strategy will include key outcomes the networks will want to achieve in the coming years as well as milestones to be achieved in the interim. It will layout approaches that can be used to achieve the outcomes and map key stakeholders to target. It will also highlight the roles of allies such as NGOs, activists, media and others in working with the networks.

The final product will be a user-friendly strategy that will be flexible to changes in context in the coming years and allow the movement to course correct and choose different priorities as required. The strategy will build in processes for reviewing and revising the approaches and outcomes on a regular basis.

Scope of Work

The consultant is required to undertake the following activities on behalf of the Freedom Fund.

1. Conduct review of existing strategies from the three bonded labour networks and produce short summary of priorities and areas of overlap between the groups (no longer than 5 pages).
2. Prepare a draft/ template for a strategy document outlining different components to be included (for example outcomes, milestones, pathways, stakeholder mapping etc).
3. Prepare a plan for leading a facilitated workshop with the three networks and other relevant allies/stakeholders, including guestlist, agenda etc.
4. Prepare tools and resources for the facilitated strategy development workshop.
5. Conduct the strategy development workshop.
6. Prepare a draft version of the strategy and submit to the Freedom Fund for review.
7. Conduct feedback session with the networks to verify the draft strategy document.
8. Incorporate all final feedback and finalise strategy to be ready for publication in Nepali, Tharu, Doteli, Maithili, and English.

All documents that are produced through the above activities must be sent to the Freedom Fund for approval before being finalised.

Key Deliverables

DELIVERABLES	PROPOSED TIMELINE
Review of existing strategies from the three bonded labour networks and produce short summary of priorities and areas of overlap between the groups (no longer than 5 pages).	January 2022
<ul style="list-style-type: none">- Draft/skeleton template for a strategy document outlining different components to be included (for example outcomes, milestones, pathways, stakeholder mapping etc)- Plan for conducted a facilitated workshop with the three networks and other relevant allies/stakeholders, including guestlist, agenda etc.- Tools and resources for the facilitated strategy development workshop.	January 2022
<ul style="list-style-type: none">- Strategy development workshop completed.- Draft version of the strategy ready and submitted to the Freedom Fund for review.	February 2022
<ul style="list-style-type: none">- Feedback session with the networks to verify the draft strategy document.	February/March 2022

- All final feedback incorporated and strategy finalise and ready for publication in Nepali, Tharu, Doteli, Maithili, and English.

Eligibility

Both individual consultants and organisations specialising in strategy development/participatory methods are welcome to apply. Organisations and consultants must be based in Nepal.

Proposal and Budget

Proposal format

Interested parties should prepare a proposal of no more than 3 pages plus annexes. Proposals should contain the following sections:

- Short biography of consultant/key team members, outlining relevant subject matter expertise and prior experience leading similar projects.
- High-level work plan included estimated number of days for key project phases and deliverables.
- Proposed budget in USD.
- CVs of key staff may be included in the annexes.

Budgets will be reviewed with respect to the strength of the proposal in meeting the project objectives in a cost-effective manner, we do not simply prioritise the lowest budget. Please prepare a brief budget in USD with the following breakdown:

- Personnel cost
- Precautions for covid-19 (such as personal protective equipment, infrared thermometers, etc.)
- Other direct costs (such as training and meeting costs, travel and accommodation, etc.)
- Overheads
- VAT and other taxes, if applicable

The proposal must be written in English and sent electronically in Microsoft Office or PDF format.

Qualifications and experience

The successful candidate will have:

Essential

- Degree in social sciences, social work, and human rights. Relevant experience would compensate for educational background.
- Prior experience working on issues/and with people who have experienced bonded labour, forced labour or human trafficking; experience working with survivors of violence, gender discrimination and marginalised populations.
- Experience designing and developing strategy plans and documents, including producing final publications.
- Strong facilitation skills and experience. Experience of using participatory methods
- Experience in planning and delivering workshops.
- Ability to form good working relationships with survivor groups, local grantee partners and colleagues based outside of Nepal at Freedom Fund HQ.

- Ability to communicate technical concepts clearly to frontline partners.
- Excellent interpersonal skills and the ability to engage appropriately with partners' staff across various job functions.
- Excellent written and verbal communications in English and Nepali.
- Experience using participatory methods to facilitate inclusive community discussion.
- Ability to take initiative and work independently.

Desirable

- Familiarity working in project implementation areas in Provinces 2, 5 and 7.

Location

The workshop and other meetings may be held in Kathmandu or in Provinces 2, 5, 7 so consultant will need to be able to travel as needed.

Application procedure

Proposals including a high-level work plan and budget should be submitted in English (maximum three pages).

Please send applications by email in PDF format to jobs@freedomfund.org, including **'Strategy Development Facilitator – Nepal'** in the subject line by end of day GM **Wednesday 19th January 2022**.

Please note that only candidates selected for further consideration will be contacted. No phone calls please. **No agencies please.**

The Freedom Fund is an equal opportunities employer. We value the strength of a diverse workforce and encourage applications from people with disabilities, Black, Asian or Minority Ethnic (BAME) backgrounds and the LGBT+ community. Applicants must be eligible to work in Nepal.

The Freedom Fund is committed to the importance of meaningful survivor inclusion and leadership. As such, particular consideration will be given to applicants with lived experience of trafficking and/or forced labour.

The Freedom Fund prioritises Safeguarding. As part of our commitment to the protection of children and vulnerable people in our work, any offer of employment with the Freedom Fund will be subject to satisfactory pre-employment checks to ensure we recruit only those who are suitable to work with children and vulnerable persons. These checks include Disclosure and Barring Service and/or International Criminal Records Checks, satisfactory references, proof of eligibility to work in the national location of this role and checks against the Office of Foreign Assets Control data list (OFAC) which highlights any connections to terrorism or trafficking. Any offer of employment or consultancy with The Freedom Fund will only be made following both successful background checks being conducted on the applicant and upon receipt of satisfactory pre-employment checks by former employers. Such checks may be updated periodically during the course of the period of employment or consultancy. By submitting a formal application, you agree to the Freedom Fund carrying out these checks.