



## TERMS OF REFERENCE FOR EXTERNAL RESEARCHER

### FOR THE PROJECT

“CARING- Challenging social and gender norms to reduce violence against children in school” funded by the European Commission

07.07.2023

Terre des hommes Romania is seeking a qualified external researcher to conduct a national analysis report based on an established methodology on the topic of gender-based violence in the project schools. The national analysis report serves as an assessment of how and in what way gender-based violence is taking place in the partner schools in Romania and will contribute to the regional rapid assessment report of gender-based violence in the schools of the project “CARING - Challenging social and gender norms to reduce violence against children in school” funded by the European Commission.

### 1. Presentation of Terre des hommes

Terre des hommes (Tdh) is the leading Swiss child relief agency. Founded in 1960, we are committed to improving the lives of millions of the world's most vulnerable children. Through our innovative protection and health projects, we provide assistance to over three million children and their families in almost forty countries each year. In Europe, Tdh intervenes directly or indirectly in many countries, relying on teams based in Budapest, Albania, Greece, Kosovo, Romania, Moldova and Ukraine. Every year thousands of children and their families benefit from projects implemented either at a national or regional level.

In Romania, Terre des hommes (Tdh Ro) has been active since 1992. For the past few years, the delegation has been working on three main intervention areas: (1) Strengthening child protection and juvenile justice systems, (2) Protection of children affected by migration and/or trafficking, and (3) Social inclusion of minorities.

### 2. Context

**Title:** CARING - Challenging social and gender norms to reduce violence against children in school

#### Context

At the level of the EU, violence in schools is one of the most visible and pervasive forms of violence against children. School-related gender-based violence (SRGBV) is resulted because of gender norms and stereotypes and enforced by unequal power dynamics. As such, gender plays an influential role in the prevalence of certain types of violence in school, girls being more prone to sexual and psychological violence, while boys, to physical violence. Research shows that across the countries: Romania, Bulgaria, Croatia and not only, the



system of social and gender norms is increasing the use of violence, the acceptance of it and limiting the intervention of third parties. Therefore, addressing the gender dimension of violence against children in schools and challenging social norms become imperative not only to better understand the manifestations but also to enable professionals to design prevention programs through which boys and girls are made aware of and empowered to transform unequal and harmful gendered power relations.

## CARING

General and specific objective:

CARING project is based on an integrated and holistic approach to address SRGBV in 4 EU countries by working with young people to take action in preventing violence, with schools to reinforce their prevention measures, with educational staff to build their capacity to change behaviors and endorse positive attitudes, with parents/ carers to support young people in raising awareness, with relevant public institutions to improve cooperation with schools on violence prevention. The project is challenging social and gender norms, shifting behaviors of school staff and young people who, in turn, will become change agents promoting positive practices on gender-equity in their communities. This will be achieved through capacity-building activities with school staff from 32 schools; through trainings with young people, aged 13-18; through 32 child-led awareness-raising events, and round tables with relevant actors for multi-disciplinary cooperation.

Therefore, the proposal is aiming at reaching the following specific objectives:

- SO 1. At project inception to assess the specific social and gender norms which are promoting and maintaining GBV in the 32 selected schools from 4 countries.
- SO 2. To increase the capacities of educational staff and school management (estimated 320) to adopt a tolerant, inclusive, and non-violent communication, behaviour and to promote positive practices related to gender-equity in schools.
- SO 3. To improve the awareness and knowledge of at least 250 young people, aged 13-18 on gender stereotyping and gender equality with a focus on empowering them to become change agents and promote a non-violent behaviour and communication.
- SO 4. To strengthen the multi-agency cooperation at local/county level in partner countries during the project and beyond in order to promote a gender-sensitive approach in their efforts to address prevention of violence in schools and communities

### 3. Objective of the national research analysis

*The objective of the national research analysis is to measure school-related gender-based violence (SRGBV) in 8 partner schools in Romania/Croatia/Bulgaria/Greece among children, young people and educational staff including school management based on a methodology created by the project team.*

#### Objectives of Rapid Assessment

- Understanding knowledge and perception: stereotypes, norms, prejudices on gender in schools among children, young people and staff
- Understanding assets and barriers of school staff and children, young people to reduce gender-based violence in schools
- To specify actions, support to reduce GBV among children, young people and school staff



#### 4. Methodology

The guide created by the project team contains a methodology, with mixed methods, using both quantitative and qualitative data collection methods, a school-based survey, a school-based focus group discussion (FGD) tool and practical guidance on how to implement the measurement tools.

This guide is dedicated to the contracted external researcher who will write out the analysis report based on the information taken out from 8 schools in Romania. Furthermore, it equally aims to inform the project team and consultants, who will adjust the existing curricula and develop a training methodology based on the findings of the Rapid Assessment, which will be used to train teachers, school management, and facilitate activities with children and young people to reduce and prevent SRGBV.

The focus-group discussions and surveys with the targeted groups will be conducted by the project team, and the contracted external researcher will analyze and compile the data to fit a national report template, pertaining to the Romanian dataset. The analysis of the findings will be made after specific guidelines established by the project team.

#### 5. Deliverables

During the contract, the Researcher will provide as deliverables (all of them **in English**):

1. **INITIAL (INCEPTION) REPORT – in 1 week within contract start - comprising:**
  - **Context analysis** based on project basic documents and meetings with Tdh implementation team: Initial objective of the analysis (annex to the grant agreement), previous project research made on the topic of GBV, subsequent agreed changes, Internal Tdh regulations.
1. **PRELIMINARY REPORT – in 1 week (after the previous stage) - comprising:**
  - **Narrative report** (min. 15 - max. 25 pages with analysis content and interpretation of findings)
  - **Summary table with the main findings (situation analysis, main conclusions and recommendations)**
2. **FINAL REPORT with the use of an already established template in 1 week (after the previous stage) - comprising:**
  - **Executive summary** (max. 3-4 pages) (available in English);
    - **Narrative report** (max. 25 pages);
  - **Summary table with the main findings, main conclusions and recommendations**
    - **Annexes:** Containing the technical details of the research, questionnaires when the case, protocols of interviews, tables or graphics, secondary review references, persons contacted, a PowerPoint presentation of the findings and recommendations (available in English), transcription of relevant selection of interviews, focus groups, observations)



After each stage, a feedback meeting is organized with Tdh and feedback is incorporated in the research document. The researcher is also expected to be available for regular and brief check-in calls, as necessary and within normal working hours, throughout the assignment to share updates on the progress.

## 6. Chronogram

We estimate that the researcher will require around 3 weeks. The intermediary stages upon the Final Research Report are flexible, but it should be submitted by 30<sup>th</sup> of September 2023 at the latest. The final schedule will be mutually agreed considering Tdh`s timeline and the suggestions made by the Researcher in the Technical Offer.

Deliverables to be provided: Provisional Calendar:	Week 1	Week 2	Week 3
1. <b>INITIAL (INCEPTION) REPORT</b>			
3. <b>PRELIMINARY REPORT (design)</b>			
4. <b>FINAL REPORT (delivered)</b>			

## 7. Roles and responsibilities

Tdh will designate a Research Manager who will be the main focal point vis-à-vis the researcher. The key roles and responsibilities of the Tdh Research Manager will include:

- Managing the administrative tasks of the process (from advertising to contract closure) and internal liaison within the project team.
- Sharing all key project documents for the desk review and facilitating access to key individuals selected for data collection.
- Consolidating and sharing team feedback on the deliverables (reports). Communication will mainly take place via e-mail, and online chat and conferencing platforms (MsTeams, Zoom etc).
- Acting as a focal point for the researcher in case of any queries and sharing updates if any. Communication will generally take place in Romanian (no separate translation services will be provided by Tdh and the broader project team).

## 8. Roles and responsibilities of the researcher

- To deliver the assignment as per the signed contract, Terms of Reference and the Technical offer and relevant annexes, including Tdh policies where applicable (e.g. those related to Data Protection and Child Safeguarding). To submit all required deliverables as per the agreed deadlines.
- To ensure that all the underlying principles (described in the methodology section) are respected throughout the research.



- To ensure that the Tdh Research Manager is regularly informed in case of any questions and issues (particularly, delays and blockages) that may emerge during the assignment and may require mutual discussion/planning.
- To be available, during agreed upon working hours, for quick updates regarding the progress of the assignment.
- To generally ensure the confidentiality of the process as well as the information and documents received from the Tdh Research Manager and the people involved at any stage in the research.
- To immediately inform the Tdh Research Manager in case of any risk of not being able to comply with any of the above points.

## 7. Profile of the consultant/researcher (team): qualifications and experience

Tdh will accept applications from individuals, teams, academic entities, NGOs and companies if they are officially registered with a European tax number (i.e. can issue an invoice) and have evaluation, research, impact study or similar and/or consultancy as their object of activity, which can be proven by legal documentation.

### Required experience and skills:

- At least 3 quality research projects prepared for 3 different projects. Examples can be annexed unless confidential. Previous experience in conducting research or evaluations of projects in the area of child protection or SRGBV is a significant asset.
- Proven skills in using quantitative and quality data collection and analysis methods.
- Strong understanding of diversity and inclusion incl. age, gender and diversity sensitivity aspects.
- Strong writing skills and ability to convey technical and complex information in a structured, logical, clear and concise manner for different audiences.
- Full written and oral proficiency in English for data collection and production of quality reports. Knowledge of the local language in the implementing country is strictly required.
- Strong computer proficiency to prepare quality written reports with clean data visualization and presentation of findings.
- Master's degree (or higher) in social sciences, economics, public policy, law, research and evaluation, management or other related field(s) from an accredited university.
- Capacity to issue invoices with tax registration in Europe (UK and Switzerland included).

## 8. Budget

The budget for the research is 2000 EUR (gross). 40% of the payment will be paid after the delivery of the Preliminary Research Report (dependent on a signed document of partial receipt and an invoice), and 60% of the payment will be made after the delivery of the Final Research Report (dependent on a signed document of final receipt and an invoice).



## 9. Application procedures

Questions relating to the assignment, the project or the application process can be submitted to the Research Managers, Ana Vladescu [ana.vladescu@tdh.ch](mailto:ana.vladescu@tdh.ch) and Denisa Leonte [denisa.leonte@tdh.ch](mailto:denisa.leonte@tdh.ch)

Answers that may concern all applicants will be shared with everyone as deemed necessary.

Interested applicants shall submit their application via e-mail to the following e-mail address: [ana.vladescu@tdh.ch](mailto:ana.vladescu@tdh.ch)

The e-mail should have the subject-line: **CARING National Research – NAME OF APPLICANT/ENTITY. The deadline for submission is 21<sup>st</sup> of July (23:59).**

The application package shall include:

- Technical Offer – max. 3 pages;
  - Expression of interest
  - A chronogram showing details for the realization of each of the research phases. The schedule proposed should include time for briefing and debriefing with Tdh representatives as far as possible.

The Technical Offer will mention on the first page the following information: Company/NGO/Offeror name, Address, Phone number, email, registration number, legal representative name and function, contact person (if different) name and function, phone number and email, if different. The Technical Offer will be signed and stamped on the last page by the legal representative, mentioning the company/NGO, name of the legal representative, date, signature.

- Up-to-date CV of the researcher(s) – max. 3 pages/CV;
- Example of previous work carried out (if any, unless confidential or if it can be anonymized);
- Contacts of 3 professional references;
- Confirmation of legal registration (e.g. tax number, EU VAT number) of the applicant for providing research services and the ability to issue an invoice.

Applications – incl. all annexes – must be in English. Other languages will not be accepted.

Applications must be submitted as a single application package. Documents sent separately will not be accepted. If Tdh does not confirm the receipt of the application package within 2 days, please resend it.

**The assessment of the applications will last until the 28<sup>th</sup> of July.** During the research process, Tdh may ask for clarifications and check the references provided.