

# TERMS OF REFERENCE

## **Recruitment of a research consultant on the role of civil society platforms in coordinating disaster risk reduction and post-emergency interventions.**

### Context & justification

Forus is the only permanent network of development NGO platforms at national and regional levels, where Southern and Northern countries enjoy equal and democratic representation and equal influence in the working processes and governance. Forus works with a model of peer interaction.

Forus plays a crucial role in structuring and strengthening development NGO platforms and regional coalitions. It is also an advocacy organization that plays an active and meaningful role in governance and international negotiations, with its members and in partnership with other actors (Action 2015, Action for Sustainable Development, FAO, Agenda for Effectiveness Help, etc.). Forus' work is complementary to the work of other advocacy groups and networks, and thus facilitates dialogue between its members and other key development actors. In 2019, with the support of the Fondation de France, Forus begins a project to strengthen the capacities of national network heads of NGOs in crisis and post-emergency situations and in contexts of democratic urgency.

In this context, Forus is collaborating with the Global Network of Civil Society Organizations for Disaster Reduction (GNDR), which is the largest international network of civil society organizations working to build resilience and reduce disaster risk in communities around the world.

### Objective

The objective of this project is to research the role of civil society leaders in coordinating disaster risk reduction and post-emergency interventions.

### Consultant's tasks

The scope of this research includes any country affected by situations of disasters caused by natural hazards, acute political crisis or other hazards. But in this first phase, the project will focus on a few target countries, the final list of which will come from the literature review phase.

- 1- "Research-capitalization" study on the role of national platforms in the prevention of disaster risks, and the organization and coordination of the response of civil society and international aid in the event of disasters and crises.

The research work will rely on the expertise of the steering committee and of the project partners (notably GNDR and FdF). This research will be carried out on the basis of a compilation of:

- field data
- previous research work
- reports and documentation of partners
- interviews
- Literary review
- analysis of feedback from a variety of stakeholders in the countries concerned

The aim of the research is to understand which factors led to successful coordination between national civil society organizations prior to, during, and after disasters. This will include (but is not limited to):

- governance structures
- prevention / mitigation actions
- modes of communication
- national programs put in place
- partnerships formed
- policies or legislation drafted and implemented by local and national governments

The consultant will be responsible for:

- Carrying out a documentary analysis of the main studies carried out so far on the role of NGO platforms in the coordination of the civil society in the disaster risk prevention, and the organization and the coordination of the response of civil society and international organizations in disasters and crises.
  - Using the results of the literature review to design and conduct field research involving Forum member platforms, GNDR member platforms and other partner networks. A case study approach will be used to highlight good practices.
  - Analysis of the results of the field research in collaboration with the Steering Committee, identification strengths and weaknesses in the chosen case studies.
  - Propose recommendations for better organization and coordination of civil society and other stakeholders
- 2- According to the recommendations of phase 1, production of a toolkit to support a civil society leader platform in emergency prevention / mitigation and emergencies.

The best practices sharing tool will be drafted by the consultant, based on a set of specifications resulting from the research and approved by the steering committee, incorporating references to existing guides and manuals on the field (especially tools already used by GNDR to develop

the capacity of its local partners). The tool will be translated into at least 3 languages (French, English, Spanish).

The consultant will be responsible for:

- Proposing specifications for the contents of the toolbox, based on good practices identified during the research phase.
- Developing a capacity development toolkit, based on field practices, in coordinating civil society in disaster risk prevention, and organizing and coordinating the response of civil society and international aid in the event of disasters and crises. This work should be done in collaboration with the Steering Committee.

### Deliverables

1- Research report

2- Toolkit in 3 languages

### Profile and qualifications of the consultant

- Preferably a postgraduate degree (PhD or MSc) in the field of research, development studies / knowledge of disaster risk reduction a plus
- Experience working with NGOs and networks active in the emergency sector, particularly on risk reduction, emergency response and multi-stakeholder coordination
- Experience working on networks and partnerships
- Experience in field research and online interviews
- Excellent level of written and spoken English Strong writing and communication skills. (Essential). French and Spanish language skills (Desirable) – those candidates that are unable to conduct interviews in French and Spanish will be expected to budget for interpretation in their project proposal.

### Application procedure

The application file should include:

- A detailed and complete Curriculum Vitae
- A proposal for how the work will be carried out, including a budget, timeframe, the proposed methodology, the schedule of intervention and examples of similar actions carried out
- A quotation for the work described above

The application documents must be submitted **no later than June 30, 2019** in electronic format to the following address: [recruitment@forus-international.org](mailto:recruitment@forus-international.org)