

TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANTS/ CONTRACTORS



Title of contract/consultancy:	Justice for Children Consultant
Type of engagement:	<input type="checkbox"/> Consultant <input checked="" type="checkbox"/> Individual Contractor
Workplace of Consultancy / Location:	Belize
Duration:	11.5 months
Start Date:	1/16/2023
End Date:	12/31/2023
Requesting Section:	Child Protection
Supervisor:	Child Protection Officer

Fields containing an asterisk (*) will be used to advertise the consultancy

BACKGROUND (*)

In 2020, UNICEF together with the government of Belize developed a 5-year action plan to improve justice for children. Action plan includes amendment of child justice legislation such as the repeal of the Certified Institutions Act that allows guardians and parents to institutionalize their children at detention facilities for “uncontrollable behaviour” and the development of a more comprehensive and rights-based Child Justice Policy to enable measures for the rehabilitation of young people; providing for court facilities and processes that address particular needs of young people by training key court officials such as magistrates, prosecutors and social workers; while seeking to enhance the role of social workers and police in matters requiring the protection and intervention in support of young persons by establishing standard operating procedures and guidelines when interacting with children. The outcomes of these reforms are expected to be strengthening of the child protection aspects of the legal system in Belize, reduced impunity rates, enhanced alternative sentencing, rehabilitation and reintegration measures for children in conflict with the law, and improved psychosocial support systems for children in contact with the law.

PURPOSE/SCOPE OF ACTIVITY/ASSIGNMENT (*)

Under the supervision of the UNICEF Child Protection Officer, the consultant will provide support the elaboration and implementation of Access to Justice component of the Child Protection Programme. The consultant will also provide necessary support for the implementation of the Migration Action Plan and the Child Justice 5 Year Action Plan, as well as will be expected to contribute to development of proposals, donor reports, and other relevant materials.

KEY EXPECTED RESULTS (*)		
WORK ASSIGNMENT OVERVIEW		
Timeframe	Key activities/responsibilities/tasks	Deliverables/outputs
End of month 1	Designs, prepares, implements, monitors and evaluates Justice for Children programme within the child protection section and within broader scope of rule of law, security and social protection initiatives in Belize including law reform, strengthening law enforcement and justice system for children	<ul style="list-style-type: none"> • Workplan for the consultancy for validation • Report of Status of Child Justice Action Plan and indication of pending actions • Annual Child Justice WorkPlan Meeting
End of month 2	Ensures systematic data collection for monitoring of the justice for children programme including data on migrant children	<ul style="list-style-type: none"> • Data collection Tool (linked to UNICEF Strategic Plan indicators for Access to Justice) • Validation meetings with Justice Stakeholders to review tools • Outline of the coordination mechanism
End of month 3	<ul style="list-style-type: none"> • Implementation of Child Justice Action Plan • Participates in intersectoral collaboration on Migration and Justice for Children with other programme sectors as relevant. 	<ul style="list-style-type: none"> • Annual Workplan for UN Joint Action Plan for Migration • Final Report on 2022 UN Joint Action Plan for Migration
End of month 4	<ul style="list-style-type: none"> • Implementation of Child Justice Action Plan and Unicef related activities in the UN Joint Migration Action Plan • Assists in development of appropriate communication and information strategy to support and/or advocate programme development. 	<ul style="list-style-type: none"> • First Multiagency Meeting (southern region) report • Advocacy Agenda and Key messages related to justice for children and migration issues in the justice sector

End of month 5	<ul style="list-style-type: none"> • Child Justice Action Plan/UN Joint Migration Plan • Support and monitors the implementation of UNICEF activities in the UN Joint Migration Plan Support and monitors the implementation of UNICEF activities in the UN Joint Migration Plan • Conduct Capacity building/Trainings in key areas of Child Justice 	<ul style="list-style-type: none"> • Programmatic Visit Reports of implementation of migration and justice related activities from UNICEF partners • Support training preparation (recruitments..., mobilization of experts..)
End of month 6	<ul style="list-style-type: none"> • Child Justice Action Plan/UN Joint Migration Plan • Documentation of Child Friendly Spaces in Justice Sector 	<ul style="list-style-type: none"> • 1st Report on High-level Meeting (Ministers and CEOs from the Justice Sector on the status of implementation of both action plans) • 1st Training Refresher on implementation of Child Friendly Spaces with Police, Social Workers, Legal Aid, Justices of the Peace
End month 7	<ul style="list-style-type: none"> • Child Justice Action Plan/UN Joint Migration Plan • Technical support to the Child Justice Steering Committee by organizing regular meetings, workshops and review sessions with key partners 	<ul style="list-style-type: none"> • Review of child justice data from 2022 and 2023, sector analysis of justice situation • Documentation of agreements to changes/accelerated efforts needed given the migration and child justice data
Bi end of month 8	<ul style="list-style-type: none"> • Child Justice Action Plan and Joint Migration Plan • Technical Support to Recruits in training academies of the security forces on the implementation of the Child Rights and Gender Modules 	<ul style="list-style-type: none"> • Second Multiagency Meeting (northern region) report • 2nd Training Refresher on implementation of Child Friendly Spaces with Police, Social Workers, Legal Aid, Justices of the Peace • Training/Facilitation with Security Forces

Bi end of month 9	<ul style="list-style-type: none"> • Child Justice Action Plan/UN Joint Migration Plan • Regional Conference on Justice for Children 	<ul style="list-style-type: none"> • Concept Note, Agenda, Participant list for Regional Conference on Justice for Children
End of month 10	<ul style="list-style-type: none"> • Child Justice Action Plan/UN Joint Migration Plan • Documentation of Child Friendly Spaces in Justice Sector 	<ul style="list-style-type: none"> • 2nd Report on High-level Meeting (Ministers and CEOS from the Justice Sector on the status of implementation of both action plans) • 3rd Training Refresher on implementation of Child Friendly Spaces with Police, Social Workers, Legal Aid, Justices of the Peace
Bi end of month 11	<ul style="list-style-type: none"> • Wrap up of the consultancy 	<ul style="list-style-type: none"> • Final consultancy report

TRAVEL REQUIREMENTS*

This assignment will require travel outside Belize Duty Station UNICEF Belize will cover travel at the UN rate in accordance with UNICEF travel rules and regulations.

MINIMUM EXPERIENCE / QUALIFICATIONS (*)	
<p>Education: <input checked="" type="checkbox"/> Bachelors <input checked="" type="checkbox"/> Masters <input type="checkbox"/> PhD <input type="checkbox"/> Other</p> <p>Enter Disciplines: Advanced university degree sociology, social policy and development, law, socialwork, criminology, or related field.</p>	<p>Knowledge/Expertise/Skills required: At least 5 years' professional work experience in the justice related field with a focus on children, juvenile justice or child protection is preferred</p> <ul style="list-style-type: none"> • Demonstrated specialist knowledge and working experience in the field of access to justice for children/capacity building for law enforcement • Work experience with UNICEF or another UN agency is an asset • Strong knowledge about child justice and protection in Belize <ul style="list-style-type: none"> • Good knowledge of international standards and excellent understanding of Belize's framework related to child justice and protection

Skills Required

- Excellent analytical and organizational skills, including effective communication and people skills; ability to communicate and coordinate with various stakeholders and to express ideas and concepts concisely and clearly in written and oral form
- Language proficiency: Fluent in English and excellent report writing, presentation and communication skills

Years of Experience: At least 5 years working experience

CONDITIONS OF SERVICE (*)

Before commencing work, a consultant or individual contractor shall submit a statement of good health and take full responsibility for the accuracy of that statement, including confirmation that he or she has been informed of the inoculations required for the country or countries to which travel is authorized. Consultants and individual contractors shall assume all costs that may occur in relation to the statement of good health.

Consultants and individual contractors are required to certify that they are covered by medical/health insurance.

RECOURSE (*)

UNICEF reserves the right to withhold all or a portion of payment if performance is unsatisfactory, if work/outputs is incomplete, not delivered or for failure to meet deadlines. Performance indicators against which the satisfactory conclusion of this contract will be assessed include: timeliness/quality of submission and responsiveness to UNICEF and counterpart feedback.

PROPERTY RIGHTS

UNICEF shall hold all property rights, such as copyright, patents and registered trademarks, on matter directly related to, or derived from, the work carried out through this contract with UNICEF.

TRAININGS

Consultants and Individual contractors, even those working from home, must complete the following online courses prior to signature of contract. All certificates should be presented as part of the contract.

- [Ethics and Integrity at UNICEF](#)
- [Prevention of Sexual Harassment & Abuse of Authority](#)
- [Sexual Exploitation Abuse \(PSEA\)](#).

Consultants and Individual Contractors must complete the following course before commencement of any travel on behalf of UNICEF.

- [BSAFE Security Training](#)

Any consultant or individual contractor who is issued a UNICEF email address must complete the following courses no later than 30 days after signature of contract.

- [UN Human Rights and Responsibilities](#)
- [UNICEF Information Security Awareness Course](#)
- [Fraud Awareness](#)

HOW TO APPLY (*)

Prospective consultants should apply through UNICEF jobs website using the link [No later than 30th November 2023](#). The application package should include the following:

- a) Detailed Curriculum Vitae
- b) Detailed Financial Cost

UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.