



# Terms of Reference

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|------------------------------|----------------------------------|
| <b>Position:</b>             | <b>Digitalisation Consultant</b> |
| <b>Office:</b>               | NPA Iraq/Syria                   |
| <b>Immediate Superior:</b>   | Programme Manager                |
| <b>Based in:</b>             | North East Syria                 |
| <b>Projected Start Date:</b> | 1 <sup>st</sup> June 2023        |
| <b>End of Assignment</b>     | 31 December 2023                 |

## Background to the Norwegian People's Aid (NPA)

Norwegian People's Aid (NPA) is a politically independent membership-based organisation working in Norway and more than 30 countries worldwide. Founded in 1939 as the labour movement's humanitarian solidarity organisation, NPA aims to improve people's living conditions and to create societies that are juster and more democratic. NPA's vision is to show "Solidarity in Practice"; NPA partners with local civil society organisations dedicated to defending the rights and interests of marginalised groups. NPA believes that broad popular mobilisation and collective organising are essential to ensuring lasting change. NPA works with organisations rooted in their social, cultural, and political context, which are best placed to mobilise people for a just distribution of resources and wealth and to claim rights vis-à-vis political and business elites and the state.

The NPA is looking to hire a consultant/consultancy firm who has expertise in digitalising non-formal education curricula and utilizing digital methods to prevent violent extremism in contexts impacted by conflict. The consultant will be responsible for developing a digital approach and providing training, coaching, and mentoring to both the NPA staff and local partner organizations on how to use the system and connect it to the countering violent extremism (CVE) program approaches in the Northeast Syria (NES) region.

The consultancy aims to develop the digitalisation for the PVE approach incorporate it within the non-formal education activities and other CVE/PVE models programme, and strengthen NPA's local partners' technical and operational capacity of approach uses, enabling them to deliver comprehensive digitalisation in CVE and reintegration uses and engagement.

## General Description of Scope of Service:

The Digitalisation Consultant/firm will collaborate with team members to create a customised digital approach for the non-formal education model and curricula, specifically tailored to meet the requirements of the targeted beneficiaries. NPA partners will utilize this curriculum in non-formal education and unstructured PSS (psychosocial support) activities for children affected by ISIS in the designated programme locations within NES. The consultant/firm will be responsible for ensuring that the digital approach and curricula are effective, efficient, and aligned with the programme's overall PVE and CVE objectives.

The digitalization of the PVE approach represents a vital resource in education for preventing children from engaging in violent activities and advancing their normalization and integration into their respective communities. By providing a digitalized PVE approach, children should learn about the harmful consequences of violent extremism and receive training on identifying and avoiding the negative influences that may lead to such behavior. This approach also should enable children to develop positive values, critical thinking skills, and resilience to violent extremism, all of which are necessary for their successful reintegration into their communities. Ultimately, the digitalization of the PVE approach enhances the

effectiveness of non-formal education initiatives and contributes to creating a safer and more stable environment for all individuals involved.

NPA is interested in partnering with a consultancy firm or an expert to develop the digital PVE approach. This collaboration will incorporate various activities, including digitalizing the non-formal education curriculum, developing the necessary tools and videos, and delivering training to NPA staff, partner organizations, and local facilitators on effectively using the approach in their activities. By developing a comprehensive and effective digital PVE approach, NPA and its partners should better prevent children from engaging in violent activities and help promote their successful reintegration into their communities. This initiative should contribute to creating a safer and more secure environment for children living in the areas affected by ISIS in NES.

In addition, the Consultant/Firm will be responsible for providing technical input on the overall programme strategy to NPA and its project partners, designing and implementing the approach, and delivering a set of capacity development and training activities to meet the model objective. This position will report to the Programme Manager.

The key responsibilities of the Consultant/Firm include:

- Collaborating with the Programme Manager and partners/staff to develop a digitalization for the PVE approach and identify appropriate capacity development models.
- Digitizing the non-formal education curriculum used by NPA partners in their centers, developing the required tools and videos to enhance the approach.
- Providing specific training and guidance to programme staff and local partners on effectively using the approach.
- Participating in constructive strategy building and linking with the programme's ICT, CVE toolkits, Art of Radicalization, EWER system, and other programme CVE prevention models.
- Providing necessary analysis related to the digitalization of the PVE model and contributing to strategic discussions and assessments with NPA and local partners.
- Assisting M&E in developing tools and approaches to ensure the model runs effectively and is maintained. Incorporating continuous learning into programme planning for the model.
- Developing relevant training modules and training staff and partners on the developed digital approaches and other tools as required.

### **Training and capacity development scope:**

The Consultant/Firm will be responsible for developing a digitalization for the PVE model that includes a capacity-building curriculum and toolbox. The content of the toolbox should meet the specific needs of the local partner's staff and be culturally adapted to the Syrian context, taking into account the programme's sensitivity. The toolbox should include the digital model of nonformal education, technical uses and concepts, and a variety of methods, such as:

- Digitalization for the PVE model and processes.
- Appropriate assessment of the model to inform relevant actors, share experiences, and develop an advocacy plan.
- Positive examples of successful reintegration of the nonformal education digitalization into deradicalization approaches.
- Develop an action plan to mitigate risks related to the use of the model and its results.

The Consultant/Firm should ensure that the digitalization model and toolbox align with the overall programme strategy and objectives. Additionally, they should work closely with NPA staff and local partners to ensure that the digitalization model is practical, effective, and relevant to the local context.

## **Skills and Qualifications**

The Consultant/Firm must possess the following skills and qualifications:

- Extensive professional experience in developing similar models, integrating them with conflict mitigation and peacebuilding issues, improving social cohesion and harmony, strengthening civic participation and inclusion, and strengthening democratic values. Experience working on internationally funded programmes is preferred.
- Demonstrated expertise in developing and providing training on the digitalization model and achieving intervention objectives and outcomes.
- Experience and ability to develop and link the digitalization model with CVE and other program de-radicalization approaches.
- Ability to work independently, analyze the de-radicalization context in Syria, and plan and work in a fast-paced and ever-changing context. Must be flexible in changing plans and methods to suit changing needs and circumstances and able to adapt existing knowledge and training materials to local culture and context.
- Good understanding of Syria and its social, political, and local context.
- Strong experience in developing training programs and delivering training.
- Ability to adapt to a fast-changing environment and be flexible with revising plans as needed.

Additionally, the Consultant/Firm must be able to demonstrate their ability to develop and provide training on the digitalization model and intervention objectives and outcomes. They should also have experience in developing training programmes and delivering training and the ability to adapt to a fast-changing environment and be flexible with revising plans as needed. The Consultant/Firm should also have a good understanding of Syria and its social, political, and local context and must be able to adapt existing knowledge and training materials to local culture and context.

### **How to apply:**

Interested and qualified consultants/firm can submit their applications, including a detailed proposal highlighting the consultancy plan and budget, along with their CV and track record related to similar consultations.

Applications should be sent via email to [iraq\\_tender\\_dhc@npaid.org](mailto:iraq_tender_dhc@npaid.org) with “Digitalization/PVE” in the subject line no later than May 15, 2023. Successful applicants will be invited to a meeting with NPA to discuss the proposed consultancy process and budget.