
Terms of Reference (ToR)

Title: Recruitment of an Expert to Conduct a 2-Day Training on the Universal Periodic Review (UPR) for Youth

Project Title: Jordanian Youth Actively Improving Human Rights and the Electoral Process in Jordan

Project Implementing Organization: Al-Hayat Center - RASSED

Cooperating Partner: Plan International Jordan

Training Dates: 25-26 July 2024

Location: Jordan

1. Background

Al-Hayat Center - RASSED, in cooperation with Plan International Jordan, is implementing the project "**Jordanian Youth Actively Improving Human Rights and the Electoral Process in Jordan.**" This initiative aims to enhance youth engagement in human rights advocacy and electoral processes in Jordan. One of the key components of this project is capacity-building on the Universal Periodic Review (UPR) mechanism to equip youth with the knowledge and skills to participate effectively in the human rights review process.

To achieve this, Al-Hayat Center - RASSED seeks to recruit a qualified expert to deliver a **2-day training on UPR** for youth participants. The training will focus on building their understanding of the UPR process, Jordan's commitments and obligations under international human rights mechanisms, and practical ways to engage in UPR advocacy.

2. Objective of the Training

The primary objective of the training is to empower youth participants with:

- A clear understanding of the **Universal Periodic Review (UPR)** and its significance in human rights advocacy.
- Knowledge of Jordan's past UPR cycles, commitments, and recommendations.

- Practical skills on how youth and civil society organizations can engage with the UPR process.
- Strategies for monitoring and reporting on human rights issues in Jordan within the UPR framework.
- Techniques for drafting shadow reports and conducting advocacy campaigns related to UPR recommendations.

3. Scope of Work

The selected expert will be responsible for:

1. **Developing a Training Module**
 - Preparing training materials and presentations tailored to the Jordanian context.
 - Developing interactive exercises, case studies, and group discussions to enhance learning.
2. **Conducting the Training**
 - Delivering a **2-day training** (25-26 July 2024) to a group of youth participants.
 - Ensuring an engaging and participatory training approach.
3. **Providing Training Documentation**
 - Submitting a training report summarizing key topics covered, participant engagement, and recommendations for follow-up.
 - Providing a post-training evaluation summary.

4. Deliverables

The expert is expected to deliver:

1. A **detailed training agenda and methodology** prior to the training.
2. **Training materials** (presentations, handouts, case studies, exercises, etc.).
3. A **pre-and post-training assessment** to evaluate knowledge gain.
4. A **final training report**, including participant feedback and recommendations for future capacity-building efforts.

5. Required Qualifications

The ideal candidate should meet the following qualifications:

- Advanced degree in **Human Rights, Law, Political Science, International Relations, or a related field.**
- Proven experience in **conducting trainings on human rights mechanisms, specifically the UPR.**
- Strong knowledge of **Jordan’s human rights framework and international obligations.**
- Experience in **youth capacity building** and engagement in human rights advocacy.
- Excellent facilitation skills and ability to deliver interactive training sessions.
- Fluency in **Arabic and English** (spoken and written).

6. Duration and Timeline

- The assignment will take place from **July 20 - July 30, 2024**, including preparation, training delivery (25-26 July 2024), and reporting.
- The final training report must be submitted by **30 July 2024.**

7. Application Process

Interested candidates should submit the following documents:

1. **Updated CV**, highlighting relevant experience.
2. **Technical proposal**, including the proposed training approach and agenda.
3. **Financial proposal**, specifying the consultancy fee for the entire assignment.
4. **Sample of previous training materials or reports** (if available).

8. Submission Deadline

All applications should be submitted via email to **[Insert Contact Email]** by **[Insert Deadline Date]** with the subject line: **“Application: UPR Training Expert”**.

9. Selection Process

The selection will be based on the following criteria:

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- **Relevance of qualifications and experience (40%)**
 - **Quality of the proposed methodology and approach (30%)**
 - **Financial offer (20%)**
 - **Past training experience and feedback (10%)**
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For further inquiries, please contact **[Insert Contact Information]**.

Al-Hayat Center - RASED Plan International Jordan