

# ASEAN-AUSTRALIA COUNTER TRAFFICKING

## Terms of Reference

### National Consultant

#### Deadline for applications

5PM Bangkok time, 25  
September 2022

#### Position

National Consultant

#### Position status

National Position

#### Duration

20 working days over 2 months  
(October-November 2022)

#### Reports to

Country Manger – Lao PDR

#### Location

Lao PDR

#### Remuneration, Performance Management and Reporting Framework

Program reporting framework.

#### Contact details

Queries relating to this position  
should be directed to

[recruitment@aseanact.org](mailto:recruitment@aseanact.org)

It is essential that you quote  
'National Consultant' in your  
e-mail title, or you may not receive a  
response.

#### Child protection

Cardno ID is committed to child  
protection and safeguarding the  
welfare of children in the delivery  
of our International Development  
programs. Recruitment and  
selection procedures reflect this  
commitment and will include  
relevant criminal record checks.

#### About the organisation

Cardno ID, a DT Global Company, is a global provider of integrated professional services which enrich the physical and social environment for the communities in which we live and work. Our team of multidisciplinary specialists has more than 70 years' experience in designing, developing and delivering sustainable projects and community advancement programs.

Cardno ID manages a number of donor-funded programs in the Asia Pacific region. We engage in international development as a holistic, multidisciplinary and integrated process. Strengthened by our geographic and market diversity, we are committed to providing innovative and integrated solutions that create opportunities for significant, lasting change in emerging economies. Partnering with multilateral and bilateral donors, private clients, governments and communities to develop sustainable solutions to complex challenges, we work with local counterparts to achieve meaningful impact.

#### About the program:

ASEAN–Australia Counter Trafficking (ASEAN-ACT) continues Australia's long running collaboration with ASEAN and its Member States to end human trafficking in the region. The program is a ten-year investment principally working with strengthening the justice sector response to trafficking in persons, while advancing the rights of victims. The program aims to establish new partnerships with allied government agencies, civil society, and business. We engage with all 10 ASEAN Member States in some capacity and have national-level programming in Cambodia, Lao PDR, the Philippines, Thailand, and Vietnam. We are establishing programming in Indonesia, and it is currently on hold in Myanmar.

#### Program Outcomes

The overarching goal that ASEAN-ACT will contribute to is that ASEAN member states have effective justice systems that provide just punishment of traffickers and protect the rights of victims. Three end-of-program outcomes (EOPOs) together contribute to the achievement of this goal by 2028:

- > EOPO1: ASEAN's planning, monitoring and reporting of ACTIP implementation is increasingly effective and advances the protection of victim rights.
- > EOPO2: ASEAN member state justice and related state agencies are increasingly capable of implementing their ACTIP obligations, in particular those that uphold victim rights.
- > EOPO3: ASEAN member state justice and related state agencies' policies and practices are influenced by relevant stakeholders and better aligned with ACTIP, especially in connection to victim rights obligations.

#### Overview

ASEAN-ACT commenced implementation in Laos PDR in September 2020. The work plan for Lao PDR includes four targeted projects focusing on enhancing the capacity of the Lao PDR justice sector to strengthen its response to trafficking in persons (TIP) and

implement its obligations under the ASEAN Convention against Trafficking in Persons (ACTIP). The projects cover the following areas:

- > Counter-trafficking in persons capacity development for judges, prosecutors, and police - strengthening capacity of law enforcement officials, prosecutors, and judges in response to TIP and the protection of TIP victims.
- > Targeted activities focusing victim rights, and equality and inclusion and supporting the inclusion of Victim Rights, Gender Equality, Disability and Social Inclusion in the National Plan of Action.
- > Initiatives to support victim-sensitive courts - strengthening capacity for judges on victim sensitive court approaches in TIP cases.
- > Targeted COVID-19 support to justice sector agencies for their responses to the pandemic.

### Objective

To develop a training program based on the Guideline on Victim Protection, Assistance and Referral for Centre of Counselling and Protection of Women – Children, Lao Women Union.

### Areas of Responsibility

The consultant will be responsible for:

- > Reviewing all relevant documents such as legislations and policies, research and situation assessments, related to human trafficking and counter human trafficking in Lao PDR
- > Producing an in-depth study on the Guideline of National Victim Protection, Assistance and Referral (NVPAR) in Lao PDR to develop a training program handbook, with clear steps for implementation of the guideline
- > Developing the procedures, methodology, activities, contents, and elements of the training program in order to supplement to the NVPAR guideline
- > Revising, editing, and amending the NVPAR training program based on stakeholder feedback, for its endorsement and implementation
- > Presenting the NVPAR training program handbook to stakeholders and supporting preparation of meeting arrangements and documents
- > Providing regular updates and progress reports of the NVPAR training for LWU and ASEAN-ACT
- > Participating in relevant meetings with other agencies for data collection, and development of the Training Program

### Expected Outputs

The Consultant is expected to deliver the following outputs:

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- > Develop a 3-day training program on Victim Protection, Assistance and referral for Lao PDR
- > Integrate ASEAN-ACT GEDSI&VR strategies into the training Program
- > Develop training materials including case studies, power point presentations
- > Apply ASEAN-ACT training toolkit to the training program
- > Ensure best practices and innovative training methodologies are used in the training program.
- > Deliver the 3-day training program on Victim Protection, Assistance, and referral to trained trainers
- > Conduct a validation workshop to finalise the training program on Victim Protection, Assistance and referral
- > Develop plan for the implementation, monitoring and evaluation of the NVPAR training
- > Submit an end of Assignment report

### Cardno ID is an equal opportunity employer

Cardno ID encourages women to apply. Cardno recognises the moral and legal responsibility to provide an equal opportunity workplace by ensuring that all recruitment and selection decisions are based on the best qualified and experienced candidate who can perform the genuine inherent requirements of the position.

**Cardno ID is committed to Safety and the Prevention of Sexual Abuse, Exploitation and Harassment (PSEAH), Child Protection, fraud and bribery prevention.** We want to engage with the right people to deliver our client programs. As part of our approach, you will be subjected to formal background screening, criminal record checks, employment verification, and periodic compliance checks. All Cardno ID staff receive safety, compliance and safeguards training and are responsible for contributing to safer working culture.

## **Selection Criteria**

### **Qualifications and experience:**

- > Master's degree in Social Science, Laws, or related discipline
- > At least 5 years' experience in working and assisting victim of trafficking especially women and children, ideally in the context of referral mechanisms, victim protection and justice
- > Knowledge and experience of Lao PDR and international legislation on trafficking in persons and victim protection
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- > Good understanding of the government working principles as well as international organization
- > Practical experience in legal drafting.
- > Excellent reporting and writing skills.
- > An excellent understanding of trafficking in persons, labour migration, and social issues within the ASEAN region.
- > Strong analytical, verbal, and report writing skills in English

### **Desirable:**

- > Practical experience in designing training curriculum, particularly on human trafficking, is highly desirable
- > Highest standards of integrity, discretion and loyalty

### **Reporting Requirements**

- > Submit the mission report to Country Manager within 3 days after completion the assignment.

### **How to Apply**

Interested applicant must submit:

- > A curriculum Vitae
- > The names and contact details of three professional referees and applicant current fee

Applicants should clearly indicate "National Consultant". Application shall be submitted by e-mail to [recruitment@aseanact.org](mailto:recruitment@aseanact.org).

ASEAN-ACT is committed to achieving workplace diversity in terms of gender, nationality and culture. Individual from minority groups, indigenous groups, People with a disability, women and ASEAN nationals are strongly encouraged to apply.

All applications will be treated with the strictest confidence.

Due to the expected volume of applications, only candidates under positive consideration will be notified.

### **Other Information**

Amendments to the position's Terms of Reference may be made during the period of the engagement as required.