



UNHCR

United Nations High Commissioner for Refugees
Haut Commissariat des Nations Unies pour les réfugiés

Terms of Reference

Individual Consultant – UNHCR Brazil

UNHCR, the UN Refugee Agency, is hiring an individual consultant in UNHCR Brazil. UNHCR is a global organization dedicated to saving lives, protecting rights and building a better future for refugees, forcibly displaced communities and stateless people. Every year, millions of men, women and children are forced to flee their homes to escape conflict and persecution. We are in over 125 countries, using our expertise to protect and care for millions.

Title of Project: Consultancy for R4V's Integration Sector Online Workshop – National Seminar on Good Practices for Portuguese Education, Regular Education and Professional Training for the Venezuelan Indigenous Refugees and Migrants in Brazil.

Contract: Individual Consultancy

Duty Station: Remote work, with in-person meetings if needed and subject to funds availability, respecting health restrictions related to COVID-19.

Closing date of applications: 17 August 2022

Planned Start date: September 2022

Duration:

From: 19 September 2022 **To:** 19 November 2022 (2 Months), 100% full-time

General background of the project

In the last seven years, there have been an intense forced displacement influx of more than 350,000 Venezuelan refugees and migrants that have arrived in Brazil seeking international protection. Within this influx, the arrival of refugee and migrant indigenous populations has constituted an emerging, continuous, and growing challenge, not only for Brazil but also for other countries in the region. By 2022, more than 7,000 indigenous refugees had arrived in the country seeking international protection, including people from the Warao (70%), Pemón (24%), Eñepá (3%), Kariña (1%) and Wayúu (1%) ethnicities.), mainly in the states of Roraima, Amazonas and Pará, but with a continuous presence in the northeast, midwest, southeast and south.

As enshrined in the national legislation and international protection / legal instruments, the Federal Government of Brazil is responsible for providing reception and assistance to asylum-seekers, refugees, and other persons of concern. The government provides assistance in close coordination and cooperation with the local self-government, public institutions, private sector, developmental actors, international community present in the country and the civil society organizations. The national humanitarian emergency response triggered by the Venezuela crisis and the ongoing pandemic COVID-19 is supported by UNHCR through multi-sectoral interventions, aligned with the regional Refugee and Migrant Response Plan in Latin America.

The specificities of the continuous flow of indigenous Venezuelans to other Brazilian states, not just border states, as well as the specific needs of this population have represented challenges for Brazilian public administrations and civil society organizations. It is important to emphasize that the challenges for developing secure solutions for improving livelihoods and economic inclusion of the indigenous communities do not start with displacement to Brazil but are deeply related to historical and systemic causes such as migration and forced displacement from their original lands, processes of violence, among other factors.

According to the diagnosis and recommendations made by the National Indigenous Working Group and by the Sector of Interiorization, Integration and Humanitarian Transport, of R4V's platform in Brazil, led by UNHCR and IOM, it is necessary to advance in the analysis of the challenges and develop culturally sensitive responses to guarantee the population's access to basic services, intercultural education, safe practices for generating income, with prospects for audiences in urban and rural areas. Mainly in cities, there is still a great challenge of specific policies for indigenous people, related to education, income generation and access to jobs, considering the specific issues of the communities.

In order to further shape and adjust capacity building interventions, UNHCR has proposed to the Sector of Interiorization, Integration and Humanitarian Transport the organization of a national seminar about "Good Practices for Portuguese Education, Regular Education and Professional Training for the Venezuelan Indigenous Refugees and Migrants in Brazil". The goal is to map out relevant initiatives implemented with Venezuelan indigenous communities to gather the best practices and help find gaps in the provision of tailored and culturally appropriate interventions for Portuguese Learning, education, and professional training. The seminar should serve as support to systematize national challenges and identify potential interventions to be considered by R4V Brazil and Federal government, aiming to improve the emergency responses and the search for durables solutions the indigenous communities in context of the Venezuelan situation.

Scope of assignment

Concise and detailed description of activities, including measurable outputs and delivery dates, impact indicators (what qualitative and quantitative results would be achieved upon completion of individual contract), performance indicators (timelines, value of the service rendered in relation to the cost, timeliness) and work plan:

The contractor will have the following tasks:

- Assist an online/hybrid focal group discussion or technical interview with Venezuelan indigenous leaders and educators, previously indicated and mobilized UNHCR's field offices and partners, to assess their main demands and suggestions related to capacity building initiatives. The findings of this discussion should be made into three short and objective guideline documents, for steering the facilitation and debate in each of the seminar's thematic axes.
- Develop all additional instructional supporting materials for the Seminar.
- Assist in the organization, mediation and reporting of the Seminar.
- Produce the final report with the main discussions and findings of the Seminar, including the results of the consultative session with the indigenous leadership, and submit draft report to the evaluation of the R4V Brazil sectors.

Deliverables

The activities done by the Consultant will contribute with the following overall goal:

DELIVERABLE 1 - Preparing the instructional supporting materials for the Seminar:

Due date: October 14, 2022

Fee: R\$ 8,000.00

- Support the organization and facilitation of consultative session with the indigenous leaders and educators, by elaborating the methodology for the consultative activity, as well as reporting it afterwards, systematizing the main issues and recommendations raised by the community.
- Prepare the three short guidelines for steering the debate in each of the thematic axes, based in the findings learned in the discussion with the indigenous leaderships/educators.
- Support the R4V organizations to define up to nine (9) best practices proposals to be presented in the seminar (at least two per thematic axis)
- Systematize key information about each selected practice, including each of their representatives to ensure participation.
- Develop the Concept Note for the speaking participants: guidelines for presentations, content script and data type.
- Develop the script, methodology and template for the reporting of each session of the seminar's agenda.

DELIVERABLE 2: Seminar's final report:

Due date: November 19, 2022

Fee: R\$ 8,000.00

- Assist the organization and execution of the seminar, including contacting and supporting each participant responsible for presenting the practices selected, to ensure their participation.
- Systematize all presentations, good practices, discussions, and final recommendations resulting from both the seminar and the discussion with the indigenous leaderships/educators in the final report
- Submit a draft version of the final report for UNHCR and other R4V organizations review
- Submit final version of the report to support publication

- a. Número de páginas: a confirmar. Estimativa: 40 páginas
- b. Idiomas(s): Português
- c. Número de cópias: 1 (Direitos Autorais ficam reservados ao ACNUR)

Essential minimum qualifications and professional experience required

Qualification and experience required (degree required, years of work experience, field of expertise, language required):

- University degree in relevant field of study such as Social Sciences, Anthropology, Public Policy, among others.
- Minimum of 5 years of relevant professional experience in research, project analysis, facilitation, and organization of participatory consultations, and multisectoral discussions such as conferences, with indigenous population and/or refugee components.
- Specific work experience with indigenous communities and / or refugee and migrant population is desirable.
- Knowledge of digital tools for consultations, meetings, and virtual conferences.
- Proficiency in Portuguese, including excellence in grammar and writing. Knowledge of Spanish will be assessed as advantageous.

Competencies

- Excellent communication and interpersonal skills.
- Excellent planning and prioritization skills.
- Strong analytical skills.
- Stakeholder management Skills
- Proven Stakeholder management and result based management skills.
- Ability to perform multiple tasks simultaneously and work under tight deadlines.

• Conditions

Payment: upon satisfactory completion of each deliverable.

To apply

Interested applicants should submit their Personal History Form (PHF) to brabrhr@unhcr.org indicating **Individual Consultancy – Support for R4V's Integration Sector Online Workshop** in the subject of the email. Personal History Forms are available at [PHF Form](#) / [Supplementary Sheet](#). Application files must be named with the candidate's first and last names.

No late applications will be accepted. Only shortlisted candidates will be contacted.

The UNHCR workforce consists of many diverse nationalities, cultures, languages and opinions. UNHCR seeks to sustain and strengthen this diversity to ensure equal opportunities as well as an inclusive working environment for its entire workforce. Applications are encouraged from all qualified candidates without distinction on grounds of race, colour, sex, national origin, age, religion, disability, sexual orientation and gender identity.

Please note that UNHCR does not charge a fee at any stage of its recruitment process (application, interview, meeting, travelling, processing, training or any other fees).