



## **Terms of Reference**

### **Consultancy Position: Resource Person for Seminar on Human Rights Monitoring, Investigation and Documentation**

#### **Overview of CSRC and the Program**

The Civil Society Resource Centre (CSRC) is a board-led Ethiopian CSO registered in August of 2019. CSRC is set up as a knowledge hub for CSO's, where information, research, technical support, and assistance is made available to emerging CSO actors in Ethiopia. In line with its broader goal of being a civil society support hub, the Centre runs a state-of-the-art facility for existing and emerging CSOs and provides working space as well as other need-based technical support to emerging civic societies and civic leaders.

One of the flagship programs the Centre runs annually is the Strategic and Targeted Mentorship and Training Program, which provides need-based and tailored training as well as individual mentorship opportunities for emerging civic society organizations. While this program has continued to provide mentorship and hosting to emerging organizations that had undergone formal registration, the Centre observed a growing demand for similar support from informal initiatives that lack the legal personality to access such programs. Thus taking into account the demand, the impact made by the program and the need to expand and build on gaps identified, the Centre has now designed the Civil Society Lab. The program is a unique early-stage intervention that focuses on supporting emerging human rights initiatives aspiring to formally join the local civic space. During the program selected initiatives will be hosted at the Centre's co-working space, provided technical assistance and mentorship as well as material support.

As part of the program, the Centre hosts seminars on different thematic areas to the CSO initiatives. Therefore, the Centre is looking to hire a qualified consultant to conduct a seminar on "Human Rights Monitoring, Documentation and Investigation."

#### **Duty Station**

The Seminar will be held in Addis Ababa.

## Description of Tasks

The consultant will be responsible for designing and delivering a comprehensive seminar on Human Rights Monitoring, Investigation, and Reporting for participants enrolled in the CSO-Lab program. The tasks include developing a detailed curriculum encompassing key topics such as international and national legal frameworks, effective investigation techniques, ethical considerations, and advocacy strategies. The facilitator should propose an interactive and participatory methodology that engages participants and fosters practical learning. The approach may include lectures, case studies, group discussions, and hands-on exercises. The facilitator is encouraged to use real-world examples and case studies.

## Expected deliverables and Timeline

| Expected service from the trainer                                                                    | Timeline(Tentative) | Deliverables                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Seminar on the topic of Human Rights Monitoring Documentation and Investigation                      |                     | <ul style="list-style-type: none"><li>· PowerPoint presentation</li><li>- Developed Reading Materials</li></ul>                                                  |
| Moderating group discussions, group exercises and answering questions with the help of the CSRC team |                     | <ul style="list-style-type: none"><li>· Individual and group exercises</li><li>· Summary of discussion points and training report (maximum 1000 words)</li></ul> |

## Required Expertise of Trainer

The trainer is expected to have an educational background in Human Rights Law, political science or related fields and extensive experience working in Human Rights Monitoring, Investigation and Documentation.

Interested applicants can send their technical and financial proposal to [contact@csrc-et.org](mailto:contact@csrc-et.org) before December 10, 2023

**N.B.** The financial proposal must clearly indicate the fee to be charged for training days inclusive of preparatory activities. One training day will cover eight (8) active training hours.