

## TERMS OF REFERENCE

1. **Duty Station of the Consultancy:** Ulan Bator
2. **Duration of Consultancy:** 1 month
3. **Nature of the consultancy:** Category B - Revision and adaptation of the training curriculum and guidelines for shelter personnel on the identification and assistance to victims of trafficking, based on the Mongolian legislation; compilation of findings and recommendations emerged from the most recent countertrafficking research.

4. **Project Context and Scope:** Strengthening Mongolia's Efforts to Prevent and Respond to Human Trafficking (PX.0134).

Mongolia is a source and destination country for men, women and children subjected to trafficking in persons for the purpose of forced labour and sexual exploitation. Human trafficking within Mongolian borders is also a problem with thousands of women and children estimated to be trafficked every year from rural communities into cities and/or abroad. In Mongolia, IOM is implementing the project 'Strengthening Mongolia's Efforts to Prevent and Respond to Human Trafficking' to help the Government of Mongolia (GoM) consistently identify and protect victims through a set of mutually reinforcing activities centred on communication and outreach, migrant empowerment, data collection and information sharing, capacity building trainings for government officials and stakeholders, and victim direct and reintegration assistance. In support of Output 3.2 (Protection service providers are better equipped to identify and protect VoTs in line with international standards and best practices), IOM is cooperating with the Mongolian Crime Prevention Unit (CCCP) under the Ministry of Justice and Home Affairs, to reinforce state-run systems for the provision of assistance to trafficked persons, based on three main actions:

1. Build the capacity of selected OSSCs and other state service providers staff to deal with the specific vulnerabilities of victims of trafficking and;
2. Complement the offer of services for victims of trafficking which cannot be delivered in-house by state service providers with complementary assistance provided by IOM (vocational trainings, life-skill trainings and legal assistance).

Within the framework of this project, IOM has worked to reactivate the Counter trafficking NGO network, an informal mechanism aimed at enhancing participating members' coordination on the counter-trafficking response under four objectives: information sharing among participating organizations; information sharing with the government; dissemination of policy information to organizations who are not members of the Sub-Council on Countering Human Trafficking; joint collection of inputs and development of action points to be shared with the government for policy support purposes. Since the entry into force of the Amended to the Criminal Code and the National Program against Trafficking in Persons in 2017, 10 pieces of research<sup>1</sup> focusing on different counter-trafficking aspects were produced by the government, international organizations and NGOs, including members of the NGO Network. The government is currently working on a new draft National Program Against Trafficking in Persons and approached IOM to seek assistance in compiling the main findings and recommendations from the abovementioned research studies into a single document to better inform the upcoming plan through

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<sup>1</sup> Please refer to Annex 1 "List of research" for the pieces of research to be examined.

### Headquarters:

evidence-based and rationalized information.

5. **Organizational Department / Unit to which the Consultant is contributing:** Counter-trafficking Unit, IOM China and Mongolia

6. **Category B Consultants: Tangible and measurable outputs of the work assignment**

As per direct request of the Head of the CCCP, under Output 3.2, IOM developed a *Training Curriculum on the Identification, Referral and Assistance of Victims of Trafficking* for State Service Providers and the *Informal Guidelines on the Identification, Referral and Assistance of Victims of Trafficking for State Service Providers in cooperation with the International Organization for Migration in Mongolia* in order to support shelter personnel in identification work and build their capacity to cater VOTs short-term and medium-term needs based on international standards of care. The Head of CCCP thoroughly reviewed the materials prepared and suggested additionally reinforcing the sections related to the national legislation, to further complement and standardise a common understanding based on the Mongolian legislative framework.

Under the overall supervision of the Chief of Mission of IOM China and Mongolia, the direct supervision of the IOM Counter-Trafficking Project Manager and in coordination with the IOM Senior Project Assistant, the incumbent will be responsible to review and complement information on two documents, the developed *Training Curriculum on the Identification, Referral and Assistance of Victims of Trafficking* for State Service Providers and the *Informal Guidelines on the Identification, Referral and Assistance of Victims of Trafficking for State Service Providers in cooperation with the International Organization for Migration in Mongolia*, to ensure their full adherence with Mongolian legislation related to counter-trafficking, assistance and privacy protection (including, but not limiting to the Criminal Code, the Anti-Human Trafficking Law, the Violation Law, Witness Protection Law, Gender-based Violence Law, etc.) as well as with the SOPs used by OSCCs state service providers in their daily operations.

In addition, the incumbent will review the 10 abovementioned research studies and produce a report summarizing the main findings and recommendations to be put forward for government consideration in order to prioritize actions in combating trafficking. The methodology for producing the report is expected to be mixed, including desk review, consultation(s) with the government and additional collection of inputs by relying on the NGO Network meetings facilitated by IOM.

*Category B Consultant will be hired to deliver the following deliverables:*

1. **First deliverable** – reviewed developed training curriculum on the Protection and Assistance of Victims of Human Trafficking PPTs 1, 2 and 3, and reviewed training curriculum facilitators handbook (with changes highlighted in a nominated color and track changes)- First instalment payment - *Deliverable by email by 16 May 2022*
2. **Second deliverable** – Reviewed Pilot Guidelines on the Identification, Referral and Assistance of Victims of Trafficking in cooperation with the International Organization for Migration for Service Providers in Mongolia - *Deliverable by email by 25 May 2022*
3. **Final deliverable** – a Report summarizing the main finding and recommendations of counter-trafficking research conducted in 2017-2022 to be shared for government consideration ahead of the Sub-Council Meeting. - *Deliverable by email by 25 May 2022*

7. **Performance indicators for the evaluation of results**

The Consultant's performance will be evaluated against the following criteria: timeliness, responsibility, initiative, communication, and quality of the products delivered.

8. **Education, Experience and/or skills required**

- Completed a minimum master's degree (or equivalent advanced university degree) in Law, Political Science, Social Science, Policy Studies, International Relations;
- Minimum 10 years of experience in counter-trafficking legal work, including policy development, production of SOPs, guidelines and other related counter-trafficking legal documents.
- Experience in working with relevant governmental and non-governmental institutions and senior representatives in charge of counter trafficking in person policy and implementation would be a distinct advantage, as well as previous experience working in an international organization.

## 9. Competencies

### Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

### Core Competencies – behavioural indicators

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action-oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

## HOW TO APPLY

Interested candidates must submit a) Detailed curriculum vitae; b) Samples of previous similar work developed.

Applications shall be submitted by e-mail to [iomubadminhr@iom.int](mailto:iomubadminhr@iom.int), copying [mserdyanjiv@iom.int](mailto:mserdyanjiv@iom.int) and [vscarozza@iom.int](mailto:vscarozza@iom.int) and indicating '**Application for National Consultancy – OSSCs training curriculum and guidelines review**' as subject. The deadline for applications is 25 April 2022.

**NOTE:** Only shortlisted candidates will be contacted. Incomplete applications will not be considered. This vacancy is subject to confirmation of funds.

## ANNEX 1: List of Research

<b>2017</b>
Action Research Analysis Report: Comparative Review of Mongolian Laws and Policies Related to Trafficking in Persons and Palermo Protocol; Analysis of Training Materials, Handbooks, Manuals and Studies; Assessment Survey of Understanding, Knowledge and Capacity of Law Enforcement Officers on Trafficking in Persons Crime, TAF
Study on the implementation of current Anti-trafficking legislation in Mongolia, IOM
<b>2018</b>
Legal Analysis on Criminal Cases of Gender Based Violence, MGEC, Women's Fund Asia
<b>2019</b>
Baseline Assessment on Sexual Exploitation at National Level, implemented under the project "Prevention from violence against women and providing assistance to victims in Mongolia" funded by Government of Republic of Korea, MGEC
Needs Assessment in relation to joining the 29 <sup>th</sup> Protocol on Forced Labour, ILO in cooperation Lawyers Union of Mongolia and Labour Legislations Sub-Council
<b>2020</b>
"Causes, Conditions and Prevention Methods of Crimes against Children in Online Environment" UNICEF
<b>2021-2022</b>
Baseline Assessment on the Causes, Routes, Vulnerability and Resilience Levels to Trafficking in Persons, IRIM, IOM
Mapping of the National Referral Mechanism of Assistance to Victims of Trafficking, TAF, MGEC, Funded by the Lotus Fund
Baseline Assessment of Child Trafficking in Mongolia, CPC
Qualitative Research of Child Labour in Mongolia, ILO