



## Annex 2 - TERMS OF REFERENCE

**FOR THE CONSULTANCY CONTRACT OF: International Consultant to conduct capacity building workshop on gender and age-sensitive trafficking victim/witness identification, protection and survivor-centered approach to investigation**

1. **Project title:** Strengthening the Legal Framework on Trafficking in Persons in Turkmenistan to better address the needs of Youth and Women, through a survivor-centered approach
2. **Duty Station of the Consultancy:** Ashgabat, Turkmenistan
3. **Duration of Consultancy:** 3 months, November 2024 – January 2025
4. **Nature of the consultancy:**

Under the direct supervision of IOM Project Management Team, an International Consultant will design and conduct a two-day in-person workshop in Ashgabat for relevant national stakeholders and CSO partners on the topic of gender and age-sensitive trafficking victim/witness identification, protection and survivor-centered approach to investigation. To this effect, an International Consultant in consultation with the IOM Project Management Team will develop a workshop programme, pre- & post-evaluation forms, and other workshop related distribution materials, prepare a workshop report based on results of pre- & post-evaluation survey, feedback and expert observation. (Category B Consultancy Contract).

5. **Project Context and Scope of Work:**

The Government of Turkmenistan has taken significant steps to combat human trafficking by enacting the Law on Combatting Human Trafficking and implementing National Action Plans (2016-2018, 2020-2022) on Combatting Trafficking in Persons (CTIP NAP). IOM has been the traditional partner of Turkmenistan in this area and supported the development and implementation of the above CTIP NAPs. IOM currently implements a project jointly with relevant national stakeholders on strengthening the legal framework on countering trafficking in persons in Turkmenistan to better address the needs of youth and women through a survivor-centered approach. As part of this project, IOM has provided recommendations to relevant national stakeholders for improvement of the CTIP legal framework of Turkmenistan in line with international standards and best practices, which directly relate to areas such as criminalization of trafficking and related offenses, investigation and prosecution, victim identification, status and access to support services, as well as prevention of trafficking through safe migration and socio-economic empowerment of women and youth. The project is also supporting the development of the new CTIP National Action Plan of Turkmenistan inclusive of specific actions aimed at women and youth empowerment in response to emerging trends and challenges in combating human trafficking. Building on this work, the project will support strengthening capacities of national stakeholders from law enforcement agencies and other relevant professionals, including CSOs on the emerging trends and challenges in combating human trafficking while prioritizing prevention measures.

An International Consultant will closely work and coordinate with IOM Management Team for the effective implementation of this assignment.

**6. Organizational Department / Unit to which the Consultant is contributing:**

IOM Turkmenistan

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

The scope of work will include, but not limited to:

- Design a workshop programme guided by the subject topic, workshop materials, PowerPoint presentation(s).
- Develop the pre- & post-evaluation forms/tests/survey, ice-breaking and brainstorming activities for group work, Q&A sessions, and other activities using interactive methods.
- Deliver a two-day in-person workshop for a total of 16-20 representatives of relevant national stakeholders and CSO partners in the first half of December 2024 in Ashgabat (dates to be confirmed).

**8. Reporting dates:**

- The first draft of workshop programme and materials developed and submitted to IOM Turkmenistan for review - by **15 November 2024**.
- In-person consultations with IOM Turkmenistan to gather feedback and inputs on the workshop are conducted – by **29 November 2024**.
- Based on the analysis of the pre- & post-evaluation forms/survey, received feedback and expert observation, submitted the final report on the workshop - by **20 December 2024**.

**9. Performance indicators for the evaluation of results:**

- Training programme and materials developed and submitted.
- 50 per cent of workshop participants demonstrated improved knowledge of topics covered by the workshop.
- Workshop report with detailed description of the workshop sessions, pre/post-workshop evaluation, feedback from participants, lessons learned, and recommendations developed and submitted.

**10. Education, Experience and/or skills required:**

*Education*

- Postgraduate academic degree, preferably in Social Sciences, Migration Studies, International Development, International Relations or similar sciences.

*Experience*

- At least five years of relevant work experience in the area of countering trafficking in persons.
- Previous experience of developing and moderating trainings and/or workshops in the areas relating to combatting human trafficking in the last five years.
- Sound understanding of international and regional policy processes on migration, CTIP, gender, and

sustainable development (e.g., Sustainable Development Goals, SRF, etc.).

- Good understanding and knowledge of IOM's partnerships on migration, women, and youth empowerment.
- Experience of working with the governmental organizations and CSOs (including youth-led and women-led organizations).
- Experience in working with international organizations/agencies is desirable.
- Advanced knowledge of migration and cross cutting issues.

#### *Skills*

- Excellent proven analytical and communication skills.
- Excellent organization skills; analytical and creative thinking.
- Ability to clearly communicate, express ideas and knowledge and engage audience in a discussion.
- Skills and knowledge in data security and data protection principles.
- Ability to deliver according to a specified timeline while maintaining the quality of the output.
- Ability to work effectively and harmoniously in a team of colleagues of varied cultural and professional backgrounds.
- Demonstrated proficiency with Microsoft Office applications, including Word, Excel, and PowerPoint is required.

#### *Languages:*

- Good working knowledge of English.
- Advanced knowledge of Russian is desirable.

#### 11. **Travel required:**

- Homebased desk work with one travel to Ashgabat, Turkmenistan.

#### 12. **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.

Interested applicants should send their CV/resume to [registry.tm@undp.org](mailto:registry.tm@undp.org) indicating the Subject of email as "International Consultant IOM capacity building workshop" by 23<sup>rd</sup> of October, 2024.