



TERMS OF REFERENCE

Civil Rights Defenders is looking for an expert or a team of experts to develop practical guide for human rights defenders for monitoring human rights protection and violations during crisis

GENERAL INFORMATION

Project: South East European Legal Days 2.0 (SEELD 2.0)

Region: Western Balkans

Type of contract: Individual contract

Deadline for applications: 15 November 2020

BACKGROUND

The project South East European Legal Days 2.0 (SEELD 2.0) is funded by the USAID Rule of Law Project and is implemented by Civil Rights Defenders.

Civil Rights Defenders is a human rights organization that defends people's civil and political rights on four continents. The organization has worked with different human rights projects in the Western Balkans since 1995 and its overall goal is to improve people's access to freedom and justice through greater respect for their civil and political rights. The approach of Civil Rights Defenders entails facilitating and striving for coordination and coalition-building with other NGOs, media organizations, human rights organizations, and other civil society initiatives for the purpose of advancing human rights through research, policy development, advocacy and campaigning.

THE PROJECT

This project aims to contribute to the improved respect of the rule of law principles in the Western Balkans. In order for this to happen, an open discussion between relevant stakeholders on issues such as impunity, corruption and general lack of respect for fundamental rights and to propose recommendations on how to combat them. This goal will be accomplished by focusing on the following:

1. Increasing capacities of legal professionals and duty holders in the Western Balkans;
2. Strengthening regional cooperation and exchange of experiences among legal professionals and duty holders in the Western Balkans;
3. Raising visibility of the key obstacles for the respect of the rule of law in the region.



THE ASSIGNMENT

In order to increase the body of knowledge, methodology and provide reliable recommendations human rights defenders to conduct monitoring of human rights violations in time of crisis, Civil Rights Defenders is seeking to engage experts (researchers, activists, trainers etc.) to develop a practical guide for human rights defenders for monitoring human rights violations in the time of crisis. This guide shall serve as an educative tool for young or future lawyers and other legal professionals, as well as human rights activists in civil society organizations. Practical guide will focus on justified and unjustified limitations to human rights during crisis, including but not limited to the state of emergency. Considering the most recent developments worldwide, but especially in the Western Balkans, it is essential that the above-mentioned stakeholders are equipped to recognize and react to unjustified limitations to human rights, especially under the state of emergency, when there is a higher risk of human rights violations of all citizens, but especially those belonging to vulnerable groups.

Practical guide shall consist of general context, detailed elaboration of the problem, methodology for monitoring human rights violations and relevant provisions for justified limitations to human rights in case of crisis. Practical guide will be 35-40 pages long.

One expert or a team of experts will be selected to perform this task.

The Project Team reserves the right to propose additional relevant topics and request deliverables not explicitly mentioned in the above-mentioned expected service but related to the objectives of the project and based on the recent developments of the situation worldwide, with emphasis on developments in the Western Balkans.

DELIVERABLES

- Inception report that will include a detailed work plan, methodology description and proposed structure of the guide;
- Summary of the preliminary findings;
- First draft of the guide for review and comments from the Project Team;
- Final draft of the guide, including methodology and a set of recommendations for the relevant stakeholders.



EXPECTED OUTPUTS AND TIMELINE

Tentative dates (2020)

Selected applicant to be announced	27 November 2020
Selected applicant meeting with the Project Team	1 December 2020
Desk research and data collection to start	2 December 2020
Inception report on the work plan and methodology	15 December 2020
First draft of the policy paper to be submitted for review	10 January 2020
Final version of the manual	5 February 2020

Payment

The payment will be done in one instalment after the submission of the final approved version of the practical guide. The fixed all-inclusive gross fee for developing the guide is **2,000 USD**.

REQUIRED COMPETENCIES AND QUALIFICATIONS

Eligibility

The applicant can be an individual or a team, including researchers, trainers, practitioners, activists, etc.

Applicants who have experience in developing similar documents on the similar topics as of this call will be given advantage in the selection process.

Qualifications

A bachelor's degree in law, Public Policy, Political Sciences, International Relations or related disciplines is required. A masters or PhD will be considered an advantage.

Competencies

- Proven track record of working in rule of law, democratization and legislative analysis;
- Strong analytical skills;
- Excellent written communication skills;
- Excellent organizational skills and proven ability to deliver within deadlines;



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- Ability to synthesize research and draw comprehensive conclusions and recommendations on the related subject;
- Writes clearly and convincingly;
- Experience of working with supervisors and implementation of reviews.

Experience

- At least 3 years of professional experience including but not limited to: legislative framework for human rights protection, policy analysis and research related to the rule of law.
- Excellent understanding of national and international legal and policy frameworks, as well as institutions, mechanisms and processes relevant for the topic of the guide.

DOCUMENTS TO BE SUBMITTED

Interested applicants are invited to submit following information in order to be considered:

1. **Detailed letter of interest**, highlighting their relevant experience (maximum 2 pages);
2. **Timeline of activities**, including deliverables;
3. **Detailed CV** (or CVs in the case of a team), demonstrating clearly that the applicant fulfills the required competencies and qualifications criteria:
4. **Examples of previous similar work** (publications/manuals/guides/trainings/research reports etc.)

Interested candidates should **send** their **application** to Neda Mirkovic, Programme Officer, neda.mirkovic@crd.org **by 15 November 2020 the latest.**