



## TERMS OF REFERENCE

### Child Safeguarding Consultant

#### 1. PURPOSE:

ACFID seeks a consultant with expertise in Child Safeguarding policy and practice in the international development sector, to undertake consultative research and produce a report as part of the ACFID Child Rights Community of Practice, Child Safeguarding Learning Review.

The successful candidate should possess the following skills and experience:

- Demonstrated experience in Child Safeguarding and/or Child Protection policy and practice
- Experience of implementing child safeguarding in organisational settings
- Research and report writing skills
- Demonstrated experience in facilitating workshops/focus groups
- Experience working in the international aid /development sector
- Understanding of DFAT policies and ACFID Code of Conduct
- Knowledge of Australian and international development and humanitarian sectoral compliance standards and best practice for safeguarding (PSEAH/child safeguarding) including IASC Minimum Operating Standards (PSEAH), DFAT, ACFID and ACNC.

#### 2. BACKGROUND:

The Child Safeguarding sub-group (CSG subgroup) of the ACFID Child Rights Community of Practice has long identified the need to draw on the collective experience of ACFID members and in-country partners to better understand – *how do you test or measure the effectiveness of child safeguarding policy and measures*.

When assessing global safeguarding efforts by NGOs and implementing partners that have gained momentum in the past couple of years, ANGOs are in a position of comparative advantage given our decade long work on developing child safeguarding systems and engaging with partners to incrementally strengthen child safeguarding practices within organisations.

There is an opportunity for consolidating the experience of over 10 years on promoting child safeguarding practices and leverage this learning to inform future sectoral strategies and practice on safeguarding more broadly. As ANGOs develop and implement PSEAH policies, there is clear value in jointly reflecting on what has worked well for similar work in the past and what needs to be done differently this time around.

The Study will further align with and progress the recommendations from the Victorian Institute of Forensic Medicine (VIFM) Independent Review into the Practice and Response of ACFID Members in the Prevention of Sexual Misconduct, November 2018.



The objectives of this study are to

- a. Map the diverse organisational approaches to implementing child safeguarding policies and how these have evolved over time to strengthen practice in child safeguarding within ACFID membership and in country partners.
- b. Understand what strategies increase effectiveness in child safeguarding practice and why?
- c. Identify the key enablers and barriers as identified by organisations in child safeguarding and how these can inform organisational strategies for PSEAH practice.
- d. Document how organisations have adapted their safeguarding practices during crises such as the COVID-19 pandemic and what are the key learnings for the future.

### **3. DELIVERABLES:**

**3.1** Development of a workplan

**3.2** Design of Survey Tools

**3.3** Preparation & Facilitation of focus groups/one on one interviews

- Proposed two focus groups - tailored for small and larger organisations

**3.4** Documentation and Analysis of data

**3.5** Final Report

### **4. ENGAGEMENT WITH STAKEHOLDERS AND ACFID'S MEMBERS**

In producing this member guidance, the following stakeholders and ACFID member forums should be engaged:

- ACFID Child Rights and Safeguarding Communities of Practice
- ACFID Standards and Code team
- ACFID members (Australian NGOs)
- In-country implementing partner organisations
- DFAT Child Protection Compliance Section

### **5. MANAGEMENT**

The consultant will be managed on a day-to-day basis by members of the Child Safeguarding Learning Review Project Steering Team, with support from the ACFID Standards and Code team. Further oversight will be provided by the Director of the Effectiveness and Engagement Team.

The Child Safeguarding Learning Review Project Steering Team will be responsible for:

- Negotiating key steps, timetable and logistics for the work with the consultant



- Collaborating with the consultant on research design and detailed requirements
- Communicating with ACFID Child safeguarding sub group and coordinating inputs from the sub group members to inform the project
- Communicating with the ACFID Standards and Code team on the progress of the research project.

The Standards & Code team will be responsible for:

- Preparing a contract for signature by ACFID and the consultant
- Providing support and advice to the Child Safeguarding Sub-Group, including access to resources, research and materials held by or known to ACFID that are relevant to the consultancy
- As appropriate, forwarding deliverables to the identified stakeholders (see section 4), for their input and comment.
- Graphically presenting the final report and distributing to members and other key stakeholders.

## 6. TIMING AND DURATION

Subject to discussion and availability of the successful consultant, the following is provided as an indicative timeline:

**By June 2021** – Deliverables 3.1 and 3.2

**By November 2021** – Deliverables 3.3 and 3.4

**By December 2021** – Deliverable 3.5

## 7. HOW TO APPLY

Qualified candidates are requested to submit the following via email to [code@acfid.asn.au](mailto:code@acfid.asn.au) by 5pm AEDST 7 May 2021.

- CV
- Overview of your intended approach, methodology and proposed output (max. 2 pages)
- Fee per day, and expected number of days

## 8. CRITERIA AND BUDGET

ACFID and the Child Rights Sub-Group will select the Consultant based loosely on the following considerations:

- Budget, noting that ACFID's budget sits within the \$7500-8500 range for apx. 10 days consultancy
- Appropriate skill set, credentials and experience to be able to deliver the project
- Methodology and ideas for the project