CALL FOR EXPRESSIONS OF INTEREST

Disability inclusion
International consultants

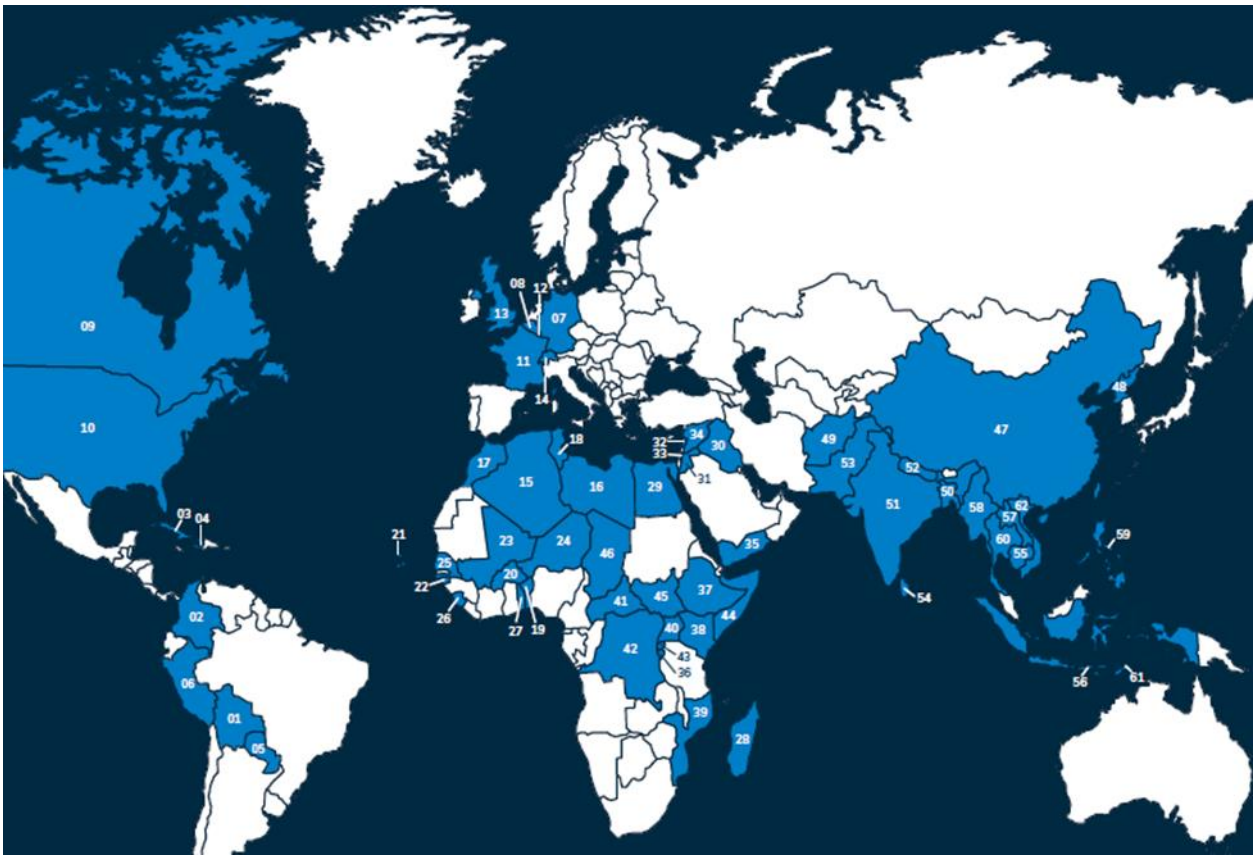
Operations and Technical Resources Direction.
2021

I. Context of the call for expressions of interest

1. The association

Humanity & Inclusion is an international solidarity association specializing in the field of disability. Non-governmental, non-denominational, non-political and non-profit, it works in all contexts alongside vulnerable populations, including people with disabilities, to provide them with assistance and support in developing their social participation and autonomy. Since its creation, the organization has implemented development programs in nearly 60 countries and works in emergency and development contexts. Most of its projects include technical support to partners and institutions to improve the inclusion of people with disabilities affected by their interventions. To do this, HI has developed a pool of senior internal specialists in different sectors of intervention (see below), both in the field and at headquarter.

2. HI's presence in the world



3. Contexts and sectors of intervention

- Emergency (119 projects in 2019, 2020 and 2021
- Reconstruction (36 projects in 2019, 2020 and 2021)
- Chronic crises (61 projects in 2019, 2020 and 2021)
- Development (274 projects in 2019, 2020 and 2021)

Atlas Logistics

- Common transportation and storage platforms
- Logistics preparedness
- Light civil engineering
- Mechanic workshops

Social & Inclusion

- Accessibility
- Information and communication technologies
- Habitat, infrastructure, public transport
- Education
- Livelihoods (including employment)
- Social services
- Water, Hygiene and Sanitation

Rehabilitation

- Physical and functional rehabilitation
- Mobility aids

Prevention & Health

- Safe Mobility
- Sexual and Reproductive Health
- Maternal, Newborn and Child Health
- Non-communicable diseases
- Acute or chronic pandemics
- Mental health and psychosocial support

Protection & Risk Reduction

- Armed Violence Prevention
- Arms Safety Management and disposal
- Camp management / repatriation
- Natural disaster management
- Protection against abuse and violence
- Citizenship & political participation
- Inclusive Humanitarian Action
- Inclusive policies & inclusive development
- Support to Civil society & advocacy

4. Background to the creation of a pool of external consultants on Disability Inclusion

In addition to the technical support provided in the framework of our humanitarian and development projects to vulnerable people, and in order to promote and have more impact on the inclusion of people with disabilities in particular, HI decided in 2016 to develop a technical assistance service offer dedicated to the inclusion of people with disabilities.

To date, HI has developed 3 types of INCLUSION Technical Assistance (ITA) service offers:

- **ITA "Inclusive project or programming"**: To make a project or an organization of international cooperation more inclusive to beneficiaries with disabilities of humanitarian or development projects (NGOs, donors, international agencies...)
- **ATI "inclusive employer"**: To make an employer more inclusive of disabled employees (companies, NGOs, donors...)
- **ITA "Inclusive policy or service"**: To make a public policy or service more inclusive to users and citizens with disabilities (institutional, local to national)

Thus, from the initial assessment of the level of inclusiveness to long-term coaching, HI advises NGOs, donors, multinational companies and governments on the sustainable inclusion of people with disabilities, ensuring adaptation to local needs and contexts and to sectoral specificities.

Wishing to develop more and more efficiently its technical support activities to other actors, HI launches this call for expression of interest for international consultants.

II. Objectives and targeted missions for consultants

1. Objectives of the call for interest

General objective

The general objective of this call for iterest is to enable HI to strengthen its technical expertise capacities in the field of disability inclusion, in all its fields, contexts and sectors of intervention, in addition to the technical expertise of HI's permanent teams.

The specific objectives

- ❒ Facilitate the identification and contracting of external consultants for HI, in the field of Disability inclusion;
- ❒ To feed and enrich HI's technical response capacity in the field of Disability inclusion

2. The tasks covered by this call for interest

The selected consultants will be able to carry out technical expertise missions in support of HI's technical teams at headquarters or in the programs, in the field of inclusion of people with disabilities.

- As part of the implementation of one or more activities of an solidarity project for which HI is the operator;

- Or in the framework of an Inclusion technical assistance contract, aiming at supporting a project team, a structure, a service or a policy to be more inclusive to people with disabilities

Thus, the Disability Inclusion consultants integrated into the pool can be mobilized for the following missions:

Type 1 mission: Implementation/realization of an activity aiming at the inclusion of people with disabilities in the framework of an ongoing HI project, according to a given sector.

Example: Survey on the situation of women with disabilities in accessing reproductive health services, as part of an HI project on sexual and reproductive health. reproductive

Example: Production of a guide on the accessibility of research practices and rescue, as part of an HI disaster management project

Type 2 missions: Supporting a mainstream organisation/service/policy to be more inclusive to people with disabilities.

Example: Carrying out an "inclusiveness" diagnosis of an NGO, based on a methodology developed by HI, as part of a technical assistance "Inclusive programming" signed with INGO

Example: training an HR team on inclusive recruitment, as part of a technical assistance "Inclusive Employment" signed with a company

Type 3 missions: Support to the design, monitoring/evaluation - MEAL - of projects or technical assistance aimed at the inclusion of people with disabilities

Example: Final evaluation of a project aiming at the access of people with disabilities to sexual and reproductive health services

Example: Co-design of a technical assistance proposal for the Ministry of Social Affairs of a country for social protection policy inclusive

Type 4 missions: Support to HI knowledge management

Example: Development of a capitalization document on the use of NTI for a more inclusive education for children with disabilities, based on the HI experience

III. Conditions of the call for expressions of interest

1. Eligibility

Any individual or group of individuals:

- ✓ Having a **legal recognition of** its consulting practices, and being up to date with its social contributions in its country of professional registration
- ✓ And with a **recognized expertise in the field of disability inclusion**, and if possible in one or more sectoral specializations (see below)
- ✓ **And who have not had a negotiated breach of contract with HI in the last 2 years, as of the date of this call**.

2. The master contract

This call for interest aims to allow the multiannual contracting of international consultants in the field of disability inclusion.

A 3-year master-contract will be signed with each selected consultant, setting out the administrative and financial conditions for the solicitation of each signatory consultant.

These solicitations will be made by means of an order form.

The signatory consultant commits to financial conditions, which will be indexed annually to the SYNTEX index, and which will be the subject of an amendment signed each year.

Each selected consultant undertakes to provide proof of any administrative and legal changes that may occur during the term of the master contract.

HI undertakes to give priority to consultants who have signed this master contract with HI, for any consultancy falling within the scope of this call for expression of interest.

However, neither the consultant nor HI commit to exclusivity or to an obligation to collaborate during these 3 years.

IV. Requested expertise of external consultants

Compulsory expertise: Expertise in the field of disability inclusion

In particular in one or more of the following areas*:

- ❒ Inclusive education
- ❒ Economic recovery
- ❒ Economic integration
- ❒ Water, hygiene, sanitation
- ❒ Shelter and essential household items (EHI)
- ❒ Accessibility
- ❒ Social development
- ❒ Disaster risk reduction
- ❒ Health
- ❒ Protection Services

And/or on crosscutting skills such as:

- ◻ coaching of structures/organizations to become more inclusive to persons with disability
- ◻ Individual or collective empowerment
- ◻ Managing a project cycle (from project writing to final evaluation)
- ◻ Writing knowledge management resources

**Sub-sectors are proposed for each sector in the questionnaire below*

V. Applications

1. Applying for a job

Experts interested in joining the pool should

- Fill in the questionnaire, uploading the requested documents
  Access to the application questionnaire to be completed by 15/09/21

- Submit a CV highlighting training, skills and experience relevant to the types of assignment, areas of expertise and geographical areas covered by this call for expressions of interest.

2. The selection process

Any incomplete application will not be analyzed. A complete file corresponds to a fully completed questionnaire and its supporting documents, including the CV as requested.

Candidates shortlisted after analysis of their complete file will be contacted in a second phase to provide additional information (examples of achievements, contacts for reference, CV details, etc.). They will be offered, if necessary, a technical interview - remotely or on site depending on the possibilities - with the HI technical specialist(s) of the sectors concerned, before final validation of their technical profile.

The candidates finally validated to be part of this pool will then sign their master contract allowing them to be quickly identified and contracted by HI according to the needs.

Date of submission of the complete file by midnight on **15/09/2021 at the latest**, for a master contract signed before the end of December 2021 for a validity of 3 years from January 2022.

If you have any questions, please send an email to: ita@hi.org - specifying "Call for DI consultants" in the subject line.