

Terms of Reference (ToRs) to Update training module for capacity building of Nikah Registrars, Nikah Khawans and UC secretaries- Punjab.

Consultancy:

Update the training module for capacity building of Nikah registrars, Nikah Khuwans and UC secretaries and Trainings sessions facilitation of 80 Nikah registrars and oversight authority members in Punjab on newly developed Nikah Registrar certification criteria and Nikah oversight mechanism.

Group Development Pakistan (GDP) is a Civil Society Organization registered under the Societies Registration Act of 1860, working on protecting and promoting child rights and strengthening child protection and Justice with children across Pakistan. GDP believes in a democratic and humanistic society in which the most important stakeholders -children- are acknowledged, respected, and protected from all forms of violence and discrimination. GDP follows a holistic, creative, participatory, inclusive, eco-friendly, child-focused, and human rights-based approach.

1 Background

Pakistan ranks 6th globally in terms of the number of girls married before the age of 18. Child marriage not only deprives girls of their right to a safe and healthy childhood but also compromises their access to quality education, economic opportunities, and social empowerment. The impact extends to health, nutrition, fertility, child mortality, educational attainment, labor force participation, women's agency, and gender-based violence.

The consultancy focuses on reforming the marriage registration process in Punjab by enhancing the capacities of Nikah registrars to ensure accurate documentation and adherence to legal requirements. This will strengthen the women's position in possessing the documentary evidence necessary for various legal matters, including inheritance, property rights, and divorce proceedings. This initiative will strengthen the documentary evidence to combat issues, including the denial of women's and children's rights.

2 Objective of the consultancy

The assignments aim to:

- Develop a clear and legal base of knowledge of relevant laws, proper documentation, and ethical conduct for Nikah registrar for marriage registration.
- Establish a robust oversight system to monitor Nikah Registrars' performance, address issues, and ensure compliance with legal requirements.
- Training of 80 Nikah Registrars and Oversight body members for the newly developed mechanism.

3 Tasks

The consultant will be responsible for performing the following tasks, including but not limited to:

- Revision of training materials (Already developed for same stakeholders in KPK) including training agenda, Manual, IEC materials, handouts, presentation and other helping materials.
- Conduct 10 two-day Training sessions of 200 target Nikah Registrars and oversight authorities on CM registration, Nikah registrar certification, and oversight mechanisms for the pilot phase.

4 Key Deliverables

The consultant is responsible for producing and submitting the following key deliverables:

S. No.	Milestone	Tentative Deadline
1.	Kickoff meeting with GDP team and submission of a detailed work plan.	May 28, 2024
2.	Preparation of Training Materials including training agenda, Manual, IEC materials, handouts, presentation, and other helping materials.	June 03, 2024
3.	Conduct 10 trainings in Punjab	June 24 – July 26
4.	Development and submission of training reports	August 09, 2024

5 Duration of Assignment

The consultancy is expected to be completed in 7 days, between May 28, 2024, and June 28, 2024.

6 Requirements for the Assignment

- The consultant must have completed the UN PSEA online course, and a certificate of completion must be provided with the proposal for consideration.
- Boarding and lodging will not be provided separately for the development of criteria and oversight mechanisms. It is the responsibility of the consultant to arrange their travel and lodging where required.
- All the costs associated with training, including Printing of training and IEC materials, arrangement of venue, and refreshment of participants, will be arranged by GDP.

7 Expected Start Date of Assignment

The assignment is expected to commence on May 28, 2024.

8 Required Competencies

Qualifications: Relevant education background in social sciences, international development, gender studies, or a related field.

Experience

- Proven experience and track record of expertise on child rights issues, child rights, and Justice With children in Pakistan.
- Extensive experience in policy development related to child rights, gender-based violence, or similar areas.
- Demonstrated expertise in conducting research, analysing policy frameworks, and facilitating stakeholder consultations.
- Proven track record of contributing to the development and implementation of policies and frameworks aimed at addressing social issues such as child marriage and gender-based violence.
- Strong understanding of legal and regulatory frameworks pertaining to child rights and gender equality in Pakistan.

Skills

- Well-versed in child protection, international legal framework, and international safeguarding standards.
- Ability to work in a participatory manner with tight deadlines and under pressure.
- Gender and culture-sensitive, with full command over written and oral Urdu and English.

Core Competencies

- Able to coordinate and deliver in a timely manner.
- Understands and is familiar with drafting and training.

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How to Apply

Interested individuals/companies are requested to send separate detailed technical and financial proposals inclusive of the individual profile, NTN number, detailed execution plan with timeline inclusive of steps/procedures involved in the development of the training tool to end child marriage, CV of consultant, (if applicable), previous work examples by **May 17, 2024**, to Director Finance & Operations, Group Development Pakistan, Office # 11-18, Lower basement, Magnum Arcade Northern Strip, 2, FECHS E 11/2 E-11, Islamabad, phone (051) 2305547. TORs can be downloaded from <https://gdpakistan.org/opportunity-type/recruitment/> For any queries or to submit proposals, please contact GDP at 051-2305547 or email at procurement@gdpakistan.org

Important Notes:

- Interested individuals/firms must submit separate technical and financial proposals.
- The consultant will be responsible for managing his/her taxes. GDP will withhold taxes as per the taxation laws of Pakistan.