

Call for Consultants

Context

The Dr. Denis Mukwege Foundation (MF) is an international human rights organisation working together with survivors of wartime sexual violence from around the world. Established in 2016, with headquarters in the Hague and Geneva, MF supports survivors' demands for a world where sexual violence as a weapon of war is no longer tolerated, and bears consequences for individual perpetrators and states. We work for a future where survivors receive the holistic care & compensation, they need to rebuild their lives. We create opportunities for survivors to speak out and be heard, and where they can organise to create change, influence policies, and demand justice and accountability.

In addition to connecting survivors in a global movement SEMA or Speak Out in Swahili and supporting the work of national survivor networks, the Mukwege Foundation collaborates closely with its sister organisation in Democratic Republic of Congo (DRC): Panzi Foundation DRC, to roll out Panzi's holistic One-Stop-Centre (OSC) model of care for survivors of sexual violence in other conflict-affected countries.

MF in Central African Republic

Since 2018, MF has been engaged in the Central African Republic (CAR) to support and accompany survivors of conflict-related sexual violence (CRSV), firstly in the creation of a movement of survivors of CRSV, known today as the Mouvement des Survivant.e.s en Centrafrique (MOSUCA).

In 2020, MF together with its sister organisation Panzi Foundation DRC, and other international and national partners came together to initiate and implement a multi-year project to create a One Stop Centre for holistic care in Bangui, named the NENGO Project. This One-Stop-Centre in Bangui, CAR has two entry points : one a public hospital and the second a legal clinic : the Association Femmes Juristes en Centrafrique (AFJC). To date NENGO has ensured that over 5000 victims of sexual and gender based violence (SGBV) had access to holistic care.

In 2021, MF opened its first country office in Bangui, CAR. Since then, MF has scaled up its country programme in CAR, with the support of different donors such as the Trust Fund for Victims of the International Criminal Court, the Humanitarian Fund of the Office for the Coordination of Humanitarian Affairs and the Robert Bosch Foundation.

In CAR, MF focuses on three key objectives :

- Ensuring and improving access to quality holistic care for victims of SGBV and women and girls suffering from grave gynaecological conditions, inspired by the model and work of Panzi in DRC.
- Accompanying survivors of CRSV within their movements and networks and ensuring that they have the capacities and accompaniment needed for them to achieve their priorities.

- Advocating for survivor-centred holistic care, as a right and a standard, including access to justice and reparations for victims and survivors of CRSV.

Since 2022, MF has become an implementing partner of its other sister organisation: the Global Survivors Fund, together with the AFJC, for a program focused on Interim Reparative Measures (IRM) for victims and survivors of CRSV, in a specific community outside of Bangui. This program will ensure holistic interim reparative measures, for approximately 1000 victims of CRSV, including medical and psychosocial care and financial or socio-economic support. Within this program, MF is the partner responsible for the medical assistance and socio-economic or financial compensations as part of the IRM package.

The partners are currently in the process of identifying specific victims of CRSV who are within eligibility criteria for the program, before proceeding to the implementation of IRM. Within this consortium, MF is also responsible for the monitoring & evaluation of the program, the management of data related to the identification process, as well as ensuring effective case-management.

The needs

As part of the IRM program, identification has already been initiated by AFJC, with the technical advice and support of MF, using a paper-based questionnaire tool. The partners will continue this identification process, using either paper-based questionnaire tools or a digital survey using Kobo or other open-source data-collection tool.

In order to fulfil its responsibilities within this consortium, MF needs to ensure the following:

- The capacity-building and accompaniment of field-staff in safe and ethical documentation and information management,
- The safe collection of identification and case-related data, respecting international guidelines for victim identification and documentation and best practices for secure management of confidential or sensitive data,
- The safe and timely sharing of information between relevant professionals as per international information management standards
- The safe transfer of data on digital or paper forms from the collection sites to Bangui/virtual storage.
- The application of the partners' information management policy and SOPs, specific to the program,
- The application of an appropriate data management software or system, for the secure storage of hard-copy and digital data and information including:
 - o Identifying data
 - o Information on prejudices experienced
 - o Data on expressed needs
 - o Case management data (on assistance received, progress in assistance received)
 - o Data on satisfaction related to assistance received
 - o Data and file documentation

Call for Consultants

As such, MF seeks to recruit a specialist consultant, with expertise and experience data-security and information-management systems. We are seeking a consultant with knowledge and experience in these areas, specifically tailored to setting up systems for managing confidential or otherwise sensitive data, related to patients, victims of conflict-related sexual violence, victims of sexual and gender-based violence, children affected by armed conflict and more.

The consultant will accompany MF, over the course of 3 months, to fulfil its responsibilities as part of the IRM program consortium – related to secure information management and effective case-management. Specifically, the consultant will produce the following deliverables:

1. A feasibility study with recommendations for MF and the IRM program consortium on information management systems that could be put to use as part of the project, and
2. A brief final report of the assignment (of max. 10 pages) including proposed work-plan for implementing recommendations emerging from final workshop and the feasibility study.

A maximum of 30 (8-hour) work-days, is expected for this assignment, including up to 20 days of field-work in CAR.

We would expect field-work to be conducted between October and November 2023.

Main activities

The consultant will be contracted over the course of a 3 month period to conduct the following activities both remotely and in-person:

- Conduct regular calls with MF's holistic care team and the MF-CAR project team during the inception or start-up phase of the assignment to determine the key issues and gaps with current information management practices and propose an inception report including a work plan for assessing potential information management solutions.
- Conduct a field mission to CAR, including a specific community outside of Bangui, to continue the feasibility assessment process, based on a Terms of Reference to be established and agreed upon between MF and the consultant, during the inception phase. The mission is likely to take place over a period of 15 to 20 days and will be specified in the inception report, in discussion with MF and the project team. Adjustments if necessary will be reflected in the final payment to the consultant.
- Produce a feasibility study report providing recommendations for operational environment and system, secure policies, systems and tools for data & information management, case management and follow-up.
- Conduct a virtual presentation of recommendations and workshop ideas for a plan for implementation.

Expected Travel

Travel is required as part of this assignment. The consultant is expected to include travel costs in their proposal excluding lodging and per diem, these rates will be applied according to MF policies.

Consultants with MF who travel to different conflict-affected contexts are covered by MF's travel insurance policy in case of need for evacuation or emergency assistance.

Profile Requirements

- Fluency in both English and French is a requirement
- Advanced degree in computer science, data and information management, or related field,
- And/or equivalent experience in accompanying INGOs, international agencies or government institutions in implementing information management systems for confidential/sensitive data on patients, survivors, beneficiaries or clients
- Knowledge and experience of humanitarian aid or development field is a considerable advantage
- Knowledge of the field of sexual and gender-based violence prevention and response is a plus
- You have well-developed diplomatic skills (empathy, representation, negotiation)
- You have the competencies and skills of a good coach
- You are flexible and have a proven ability to adapt and respond to a changing environment and to constructively create opportunities for change through active participation
- You are a strong and open communicator.

How to Respond

Kindly submit the following documents in English to vacancies@mukwegefoundation.org with the subject "Information Management Specialist" by 11.59pm CET, September 19th 2023.

1. CV of consultant or consultants in the case of teams or companies
2. Proposal of maximum 3 pages including:
 - a. Brief bio(s)
 - b. Understanding of the assignment
 - c. Brief proposed workplan
 - d. Financial proposal with your daily rate and travel (flight, travel insurance, VISA etc) costs.

All financial proposals should be **inclusive** of VAT and other related taxes and surcharges.

MF can provide logistical support for acquiring a VISA and for the consultant, while in country.

Other questions can be submitted to dvplaza@mukwegefoundation.org until September 14th 2023 11.59 CET.

dr. Denis
MukwegeFoundation

www.mukwegefoundation.org • info@mukwegefoundation.org

Shortlisted proposals and candidates will be invited to interview before the selection process is finalised.