

“TERMS OF REFERENCE”

Federalism Expert (1) Position (Re-advertisement)

Location: Remote

Tentative dates: Oct 2022- Nov 2022 (Flexible, subject to availability of the expert)

Estimated level of effort: flexible, as per availability of the expert

Background

Democracy Reporting International Myanmar

Democracy Reporting International (DRI) is a non-partisan, independent, not-for-profit organization registered in Berlin. Democracy Reporting International promotes political participation of citizens, accountability of state bodies and the development of democratic institutions world-wide.

About the project

The project aims to support the promotion of Peaceful Myanmar through Culture of Inclusive Dialogue. The project is guided by an overall objective which aims to contribute to the increased engagement of diverse political actors including political parties, civil society organizations, ethnic armed groups, and other grassroots organizations in inclusive political dialogues.

Objectives of the Assignment

In this assignment, as part of the women empowerment process, we will focus on women members from Women Network aiming at in-depth understanding the fundamental aspects of background ideologies and concepts of Federalism. The trainings are also provided to fill the need for technical capacity building of women network so that they could more meaningfully participate in the current political discourse, exploring alternatives for the future of the country, with an aim of identifying points or positions on peaceful solutions to the current crisis.

The program thus seeks the services of an international/local expert in the field to develop a quality training curriculum to deliver the deeper understanding of Federalism beyond the vocabularies for the targeted women groups in Myanmar so that they could use the concept of Federalism to analyze the various aspects of politics in Myanmar.

The main objectives of the assignment will be to:

- Prepare and deliver the training curriculum on fundamental aspects of Federalism while setting the foundational knowledge on federalism in conflict-worn societies, and multinational federalism while getting ready for the participants who would like to go deeper into the subject.

- Combine concise input presentations on international standards, best practices, and comparative case studies, with practical exercises - including simulation and role play - through which participants can directly practice the knowledge learnt from the expert.
- The methodologies should be based on adult learning complementing online training.

Tasks and Deliverables

The expert is expected to:

- Develop a curriculum plan and training materials together with DRI Program Coordinator including the methodology and methods of interactive teaching on online platforms. The timeline is preferably 2 sessions (3 hours per session), but it can be flexible based on experts' opinions.
- Provide a reading list and extra reading materials for the participants so that they could learn more about the subject after the training.
- Provide technical inputs for Monitoring, Evaluation, and Learning and the expected output target is that at least 70% of participants report improved knowledge.

Management and Organisation

The expert will work together with the DRI team. The expert will be supported in the organisation of online consultative meetings with the respective partners.

Key documentations

- 1) Training curriculum and training materials
- 2) Other documents as requested by DRI

Qualifications

- A Master's Degree in related field and subjects
- At least 3 years relevant professional experience including extensive training experience related to Federalism, constitutional laws, and institutional reforms.
- Proven and extensive experience in the development of training curricula and materials.
- Experience in designing and implementing online trainings, in particular interactive adult training facilitation.
- Fluent in written and spoken Burmese preferred, good English language.
- Extensive work experience working with women networks and organizations would be an asset.
- Ability to work both independently and as part of a team.

- Sensitivity to country political, gender and cultural balance.
- A high standard of professionalism.

PRICE PROPOSAL

The expert must send a financial proposal based on a daily rate. The total amount quoted shall be all-inclusive and include all costs components required to perform the deliverables identified in the TOR (Terms of Reference), including professional fee, and any other applicable cost to be incurred by the expert in completing the assignment. Payments will be done on monthly bases as per completed working days.

CRITERIA FOR SELECTION OF THE BEST OFFER

Evaluation Method and Criteria

Cumulative Analysis:

The candidates will be evaluated through Cumulative Analysis method. When using the weighted scoring method, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- Responsive/compliant/acceptable; and
- Having received the highest score out of set of weighted combine technical evaluation (70%) and financial criteria (30%). Financial score shall be computed as a ratio of the proposal being evaluated and the lowest priced proposal received by DRI for the assignment.

Technical criteria for evaluation (Maximum 70%)

- Criteria 1: Related Education
- Criteria 2: Demonstrable knowledge in the development of training curricula and materials and online trainings.
- Criteria 3: Demonstrable experience in designing and implementing training, in particular interactive adult training facilitation
- Criteria 4: At least 1 years of demonstrated experience working in respective field in Myanmar or similar context.
- Criteria 5: Proposed methodology (Max 1.5 pages to include understanding of assignment and proposed approach)
- Criteria 6: Language requirement

****Only candidates obtaining a minimum of 50% or above in the technical evaluation would be considered for the Financial Evaluation.**

DRI values diversity and is an equal opportunity employer. Women and people from diverse backgrounds are highly encouraged to apply!

Deadline for applications is 10th October 2022 at 5:30 PM in Myanmar Time. Only Shortlisted candidates will be contacted for interview process.

Candidates should submit a **CV** to myanmar@democracy-reporting.org with **Federalism Expert** the subject line.

- Professional CV (Curriculum Vitae),
- Price Proposal
- Application Form

APPLICATION FORM TEMPLATE

(Please use extra sheet to expand on some of these questions, if needed, especially on the methodology on how you would approach this assignment).

Question	Answer
Applicant's full name	
Position applied for	
Briefly explain why you would consider yourself as the most suitable expert for this assignment.	
Briefly explain the methodology on how you would approach this assignment, including main topics you would cover in the training.	
Briefly explain examples of similar work you have done in the past, what was the outcome.	
Please state your daily rate for the assignment.	
Please include any other comments, information relevant to the assignment.	
Please describe your knowledge of Myanmar language.	