



**Accelerating peace by disrupting the cycle of violence**

**Term of Reference**

<b>Position Title</b>	<b>Technical Specialist</b> for the designing and development of the content for information Hub
<b>Location</b>	Kabul with travel to provinces
<b>Duration:</b>	2 months
<b>Reporting to</b>	Program Manager/ Deputy Country Director
<b>Key relationships</b>	Country Program and PQAL teams, HQ technical team
<b>Background</b>	War Child Canada is a registered Canadian charity that works with war-affected communities to help children reclaim their childhood through access to education, opportunity, and justice. War Child Canada has over 15 years of experience working in communities in conflict and post-conflict zones. All work is implemented in direct partnership with local communities, local civil society organizations and other stakeholders using a child-centered approach to development. War Child Canada is currently operational in Afghanistan, Democratic Republic of Congo, Sudan, South Sudan, Uganda, and Yemen
<b>Context</b>	War Child Canada’s Afghanistan program advances social impact in the lives of vulnerable children, women and their families through its, Education, economic empowerment, psychosocial support and child protection programs. The programs are being implemented through local partner organizations in eight provinces Kabul, Kandahar, Nangarhar, Balkh, Kunduz, Takhar, Logar and Badakhshan.
<b>Position summary</b>	The Technical Specialist will develop the content for the information Hub that will include subjects related to mother child health (MCH) reproductive health, gender-based violence, child protection, mental health and psychosocial support (MHPSS), and legal support including youth development intervention. The content development technical specialist will work closely with UNFPA partners as well as project staff and other stakeholders, to build capacity in data collection, management, visualization, analysis and utilization
<b>Key Responsibilities and Deliverables</b>	<p><b>Key Responsibilities</b></p> <ul style="list-style-type: none"> <li>• Complete Mapping Document of key service providers (public, non-profit and private) with details of information, contact, work areas, as well notes of discussion, meeting records (Including meeting with UNFPA IPs to learn about the services being provided in specific areas and add contact and other details to the information hub)</li> <li>• Completed desk review and analysis of existing MCH, RH, GVB, MHPSS and Legal support content.</li> <li>• Identify gaps among the existing content regarding maternal and reproductive health, RH, GBV, MHPSS and legal support.</li> <li>• Assess the community members’ preference on the type and format of information they need.</li> </ul>

	<ul style="list-style-type: none"> <li>• Analysis the finding of assessment and design the content for the information hub and information format, based on the findings.</li> <li>• Take part in verification and updating information, which is shared through the platforms on need basis in coordination with WCC HQ team.</li> <li>• Provide recommendations on improvement of access to information channels and increase access to information.</li> <li>• Contribute to writing post captions, taking photos or creating other content for social media platforms in the absence of content creators.</li> </ul> <p><b>Key Deliverables:</b></p> <ul style="list-style-type: none"> <li>• Submit an inception report indicating the methodology including a brief concept note of the Information Hub and its contents. A detailed time for the assignment should be part of the inception report.</li> <li>• Develop tools for mapping and assessment of the key service providers.</li> <li>• Submit a draft report from the mapping of key service providers for review and inputs.</li> <li>• Submit a draft guideline and tools on the Information Hub for WCC and UNFPA review and feedback.</li> <li>• Finalize the guideline and tools on the Information Hub after the feedback from WCC and UNFPA.</li> <li>• Develop and submit capacity building plan for the capacity building and training pf WCC and UNFPA partners staff with information hub</li> <li>• Conduct training for the relevant WCC and UNFPA partner staff on content development/ information hub</li> </ul>
<b>Qualification:</b>	<p><b>Academic Background and Knowledge/ Experience</b></p> <ul style="list-style-type: none"> <li>• <u>Master’s Degree</u> preferably in relevant disciplines (e.g., public health, development, humanitarian studies, gender studies, international relations, research methods, social sciences, Journalism) with <u>four</u> years of experience in design and development of content or information hub</li> <li>• Bachelor’s degree in relevant field (described above) with <u>six</u> years of relevant experience in the design and development of contents, IEC and information hub.</li> <li>• Excellent skills of IT relevant to design of contents and information hub development</li> <li>• Experience with promoting and mainstreaming AAP principles in humanitarian programming.</li> <li>• Strong understanding of Access to Information and Community Feedback and Response Mechanisms</li> <li>• Familiarity with the humanitarian system and global humanitarian policy frameworks, in particular the IASC Commitment on AAP, and related policies</li> </ul>
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Excellent communication skills both in writing and verbal, including presentation.</li> <li>• Excellent computer, MS office skills</li> <li>• Flexibility and ability to work under pressure and meet deadlines.</li> <li>• Culturally sensitive</li> <li>• Good reporting writing skills</li> </ul>
<b>Application Process</b>	<p>INTERESTED APPLICANTS ARE INVITED TO SEND A CURRICULUM VITAE AND AN ACCOMPANYING COVER LETTER ELECTRONICALLY TO:</p>

	<p>Email: <a href="mailto:jobs@warchild.ca">jobs@warchild.ca</a></p> <p>Please ensure your application email has the subject heading of 'Technical Specialist/Consultant (Information Hub)'</p> <p>Only those applicants selected for an interview will be notified. No phone calls please. War Child Canada is an equal opportunity employer.</p> <p>War Child Canada is committed to providing a work environment in which all individuals are treated with respect and dignity. Final candidates will be vetted in accordance with War Child Canada's Child Safeguarding Policy, including appropriate reference and security checks.</p> <p>For more information about War Child Canada, please visit <a href="http://www.warchild.ca">www.warchild.ca</a></p>
<b>Fees</b>	\$7,000 – \$9,000 for the entire assignment and completion of expected deliverables