



**QKRMT** Qendra Kosovare për Rehabilitimin  
e të Mbijetuarve të Torturës  
**KRCT** The Kosova Rehabilitation  
Center for Torture Victims

## Terms of Reference for Safeguarding Expert

### About KRCT

The Kosovo Rehabilitation Centre for Torture Victims (KRCT) is a non-governmental organization established in 1999 that provides interdisciplinary services in support of civilian war victims, in particular survivors of sexual violence during the war in Kosovo. These provisions of services include medical and psychological therapy for survivors and their family members, awareness on their legal rights, legal advice, economic empowerment programs, and activities aiming towards institutional recognition of their rights.

Further, KRCT is involved with identifying, assessing, treating, referring and monitoring Gender-Based Violence (GBV) survivors among repatriated and persons of concern to UNHCR (returnees, refugees, internally displaced persons and persons at risk of statelessness). Thus, KRCT continues to pursue its mission by helping survivors obtain justice; advocating with government, parliament and international organizations on the need to respect the prohibition of torture and working in partnership with like-minded organizations around the world to eradicate torture.

In addition, within its mandate to promote and advance respect for human rights for persons deprived of their liberty, KRCT undertakes regular monitoring visits in places of detention, such: prisons, detention centers, police custodial cells, mental health institutions and also promotes the practices and legislative standards for the protection and enhancing the respect for the rights of persons deprived of their liberty.

The KRCT sees its role in the society as a service provider, litigator and human rights watchdog. Of particular importance the constant and strong advocacy effort that KRCT has made with government institutions in addressing the needs of survivors of sexual violence during the war in Kosovo, as well as persons deprived of their liberties.

### Project Background

KRCT through the support of the Federal Ministry for Economic Cooperation and Development (BMZ ) and *medica mondiale* is implementing the project "*Amplifying Voices of Women affected by war related SGBV in the Western Balkan.*" The project aims to create a culture of recognition and reconciliation in the Western Balkans for women survivors of war related SGBV to live in dignity and free from violence. A key goal is to reflect the topic of war related SGBV in political debates and curricula; improve laws and procedures for compensation mechanisms; improve court procedures; and to recognize likeminded feminist women's organizations as experts in political national and regional reconciliation processes.

### Scope of Work:

The consultancy aims to develop safeguarding policies and procedures within the KRCT, especially focused on promoting a culture of safety, respect, and accountability throughout the organization and ensuring that all staff, activists, beneficiaries, and stakeholders are protected from harm, abuse, and exploitation.

## **Deliverables**

**a. Inception report:** A detailed report outlining the proposed approach, methodology, and work plan within two weeks of contract commencement.

**b. Needs assessment:** Assess the specific needs, gaps or weaknesses in safeguarding measures. The assessment report must include recommending revisions or enhancements to policies and procedures.

**c. Safeguarding Policy development & Reporting mechanisms:** Develop a comprehensive safeguarding policy that outlines specific goals, objectives, and action plans. Such policy must include procedures for prevention of safeguarding incidents, reporting and responding to safeguarding incidents and procedures for escalating safeguarding concerns or incidents.

**d. Capacity building:** Identify capacity-building needs for organizations and individuals, develop recommendations for training and support programs and provide training and support to staff on safeguarding practices.

**f. Final Report** Prepare a final report that summarizes the key findings and takeaways from the consultancy such as results, challenges, and lessons learned. The report should also include the further recommendations, revisions or enhancements to safeguarding policies and procedures.

## **Selection criteria:**

- University degree in Social Work, Psychology, Human Rights, Law, Development studies, Gender studies, or related discipline.
- Demonstrate at least 5 years of relevant professional experience.
- Substantive and demonstrable experience in safeguarding roles, preferably that includes the development of safeguarding policies in similar organizational contexts.
- Professional certifications or training in safeguarding, child protection, or related areas.
- Familiarity with relevant legal frameworks, best standards and practices in safeguarding.
- Fluency in English.
- Excellent writing and analytical skills.
- Strong communication and interpersonal skills.
- Results Oriented.

## **Duration and Location:**

- The expected duration of the contract is (1) one month **(10 April – 10 May 2024)**.
- Duty location **(Prishtina, Kosovo)**.

Consultant reports to the direct supervisor or manager responsible for oversight of safeguarding activities. Reports must be in line with KRCT reporting formats, include activities implemented by project as per the agreed work plan, results achieved, and any issues during implementation, performance targets, risks and lessons learned.

Frequency of reporting:

- During the contracting period there should be at least three updates to KRCT.
- The final report after completion of activities, in line and shared by the KRCT project team.

### **Application procedure:**

Applications have to be submitted via e-mail to: info@krct.org no later than 08 of April 2024, indicating in subject line: **Application for Safeguarding Expert.**

Application needs to include:

- CV;
- Cover letter, indicating relevance skills for this assignment, including recent experience;
- A detailed work plan;
- Two references/previous employers/supervisors who are able to comment on your ability to deliver on the assignment as described with ToRs

Note: Incomplete proposals shall not be considered for further process. Proposals received after the exact time specified for receipts of offer shall be considered late and shall not be evaluated. Only shortlisted candidates will be contacted.

### **Confidentiality and Intellectual Property**

The consultant is required to maintain confidentiality and adhere to KRCT's code of conduct.

All materials and resources developed during the consultancy, including safeguarding policy itself, training materials, reports, and other documents, will be the intellectual property of KRCT.