



## **Terms of Reference**

**I- Position title: Baseline Consultant**

**II- Location: Phnom Penh, with frequent significant travel to the provinces expected**

**III-Timeline: 15 November – 31 December 2023**

### **VI- Background:**

CENTRAL empowers Cambodian working people to demand transparent and accountable governance for labor and human rights through legal aid and other appropriate means. In addition to our regular programmatic work, CENTRAL anticipates that in the coming years, many CSOs – as well as non-traditional actors – would benefit greatly from a coordinated effort to cooperate with other like-minded groups to further advocate for equal human rights protections for all Cambodians.

Funded by USAID, CENTRAL is launching a new joint project with COMFREL and YRDP to Empower Cambodian Civil Society Actors and Networks. The project aims to promote and protect universally recognized human rights protections and their application in Cambodia by upskilling, empowering, and supporting community-based actors, while ensuring human rights activists and defenders are supporters.

CENTRAL is seeking a short-term external consultant to conduct a baseline impact assessment for the project for monitoring, evaluation, and learning purposes to be used over the next five years (2023 – 2028).

### **V- Objective of the Consultancy:**

The Baseline Consultant will be responsible for conducting a successful baseline impact evaluation focusing on how to maximize impact and meet the objectives of the project over the next five years.

More specifically, she/he will undertake the following tasks:

- Independently develop a baseline assessment intended to select and finalize indicators to monitor the project's impact and success;
- Review the project development and implementation systems;
- Seek feedback from project beneficiaries and other stakeholders about changes that could be made to improve the project;

- Conduct the baseline assessment;
- Produce a report outlining the key findings and recommendations to improve the project, including developing learning questions and monitoring tools for to use over the lifespan of the project.

Expected deliverables will include:

- Formulation of a workplan, including methodologies and tools of the assessment as well as a detailed timeline;
- Documentation of the field work including surveys, focus group discussions, key informant interviews, etc.;
- A final report that includes the methodology, key findings, and recommendations, in English, between 20-25 pages.

**VI- Competencies/ Experience:**

- Minimum 3 years' experience in monitoring and evaluation, project management, project development, management consulting or related field;
- A proven track record of delivering similar assessments;
- English and Khmer language fluency;
- A proven understanding and experience of human rights in Cambodia.

Application Process:

- Interested candidates are requested to submit applications by November 13, 2023.
  - Applications should include CV/Resume, cover letter, proposal of methodology for undertaking a baseline assessment, proposed budget.
  - All applications should be sent in a single pdf file.
  - Hard copies will not be returned.
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