



Terms of Reference (ToR) for Short-Term Consultancy

Title: Short-Term Consultancy for Strengthening the Capacities of Alianza por la Solidaridad-ActionAid Spain's Team in Palestine

Alianza por la Solidaridad

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Introduction

Alianza por la Solidaridad-ActionAid Spain (Alianza-AA SP) is a feminist, non-governmental, non-denominational and independent organization founded in Spain in 1986, and which has been present in the occupied Palestinian territory (OPT) since 1993.

Since 2018, the organization has been a member of ActionAid (AA) International, a global federation working with more than 41 million people in over 70 countries towards a just, fair, and sustainable world in which everybody enjoys the right to a life of dignity, and freedom from poverty and oppression. AA works to achieve social justice and gender equality, and to eradicate poverty.

Hand in hand with its Palestinian civil society partners, and in line with its 2020-2026 Strategic Plan, the promotion and defence of women's rights and gender equality lie at the heart of Alianza-AA SP's work in the West Bank and Gaza Strip. Concretely, its development cooperation and humanitarian programs seek to prevent, respond to and mitigate Gender-Based Violence (GBV) and to ensure women's civil, political, social and economic rights.

Since October 2023, together with its sister organization, ActionAid Palestine and the AA's International Humanitarian Action and Resilience Team (IHART), Alianza-AA SP has launched a response to the humanitarian emergency in the West Bank and Gaza Strip, centred on supporting partner organizations to sustain and expand critical basic needs, protection, health and livelihoods services and assistance, with a cross-cutting focus on supporting the participation and leadership of women and young people in the response.

Background

Alianza por la Solidaridad-ActionAid Spain is committed to strengthening its team's capacities in Palestine to enhance their effectiveness in implementing our humanitarian programs.

To this end, we are seeking a consultant with expertise in humanitarian principles, frameworks, and operational standards to provide training and guidance on:

- The **humanitarian project cycle**, including needs assessment, project design, formulation, implementation, monitoring, evaluation, and learning.
- **Key humanitarian frameworks and standards**, such as the Sphere Standards, Core Humanitarian Standard (CHS), and the humanitarian coordination architecture.
- The **feminist humanitarian agenda**, integrating gender-transformative approaches in humanitarian programming and response.

This consultancy aims to build the capacity of the team through a combination of remote sessions and face-to-face training workshops in Palestine.

Objective

The overall objective of this consultancy is to equip the Alianza por la Solidaridad-ActionAid Spain team in Palestine with enhanced knowledge, skills, and tools to implement effective, gender-responsive humanitarian interventions aligned with international standards and best practices.

Specific objectives include:

1. Strengthen the team's understanding and application of the **humanitarian project cycle**.
2. Provide a comprehensive overview of **key humanitarian frameworks and standards**, ensuring their integration into programming.
3. Facilitate discussions and training on the **feminist humanitarian agenda**, focusing on gender justice and women-led humanitarian responses.

Scope of Work

The consultant will be responsible for:

1. **Conducting a rapid capacity needs assessment** to identify knowledge gaps and tailor the training accordingly.
2. **Developing training materials** and resources covering the three key areas.
3. **Delivering remote training sessions** before the in-person engagement in Palestine.
4. **Delivering face-to-face workshops** in Palestine to provide practical, interactive training sessions.
5. **Providing follow-up mentoring and coaching** to ensure knowledge retention and application.
6. **Developing a final report** summarizing key learnings, recommendations, and next steps for continuous capacity development.

Methodology

The consultant is expected to use participatory and adult-learning methodologies, ensuring interactive and context-specific training sessions. This includes:

- Case studies and real-life examples.
- Group discussions and exercises.
- Role-playing and scenario-based learning.
- Practical applications of humanitarian standards.
- Feminist and intersectional approaches in humanitarian action.

Deliverables

The consultant will be expected to deliver:

- **Inception Report**, including the results of the rapid capacity needs assessment and proposed training approach.

- **Training materials** (PowerPoint presentations, handouts, case studies, etc.).
- **Remote training sessions** (minimum of [number] sessions).
- **Face-to-face training sessions** in Palestine.
- **Post-training support**, including mentoring/coaching.
- **Final Report**, summarizing key outcomes, participant feedback, and recommendations for future capacity-building initiatives.

Conditions

Location: Mixed format (Remote & Face-to-Face in Palestine)

Duration: 3 months

Start Date: 25/03/25

Reporting to: Humanitarian Program Coordinator

Qualifications and Experience

The ideal consultant should have:

- A university degree in humanitarian action, international development, gender studies, or a related field.
- Minimum 8 years of experience in humanitarian programming, capacity building, and training.
- Proven expertise in the humanitarian project cycle, key humanitarian standards, and feminist humanitarian approaches.
- Experience in facilitating training for humanitarian organizations, particularly in conflict-affected settings.
- Strong understanding of the Palestinian humanitarian context.
- Fluency in English (Arabic is an asset).
- Strong facilitation, communication, and report-writing skills.

Timeline

The consultancy is expected to start on 25/03/2025 and be completed within a period of 12 weeks. The tentative timeline includes:

- Week 1-2: Inception report and needs assessment.
- Week 3-4: Development of training materials.
- Week 5-6: Remote training sessions.
- Week 7-9: Face-to-face training in Palestine.
- Week 10-12: Follow-up mentoring and final report submission.

Application Process

Interested consultants should submit the following:

1. **Brief technical proposal**, including methodology and work plan.
2. **Brief financial proposal**, detailing consultancy fees and other costs.
3. **CV** highlighting relevant experience.

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Applications should be sent to by e-mail rrhh@aporsolidaridad.org by 23:59 CET on **23/03/2025**, with the subject "Short-Term Consultancy Palestine".

Ethical Considerations

Alianza por la Solidaridad-ActionAid Spain is committed to preventing any form of unwanted workplace behaviour, including sexual harassment, sexual exploitation and abuse, lack of integrity, and/or financial malpractice.

We expect all our staff and volunteers, and any person associated with our work, including external consultants, to share this commitment and our code of conduct, as well as other related policies. Only those who share our beliefs and code of conduct will be selected to work with us.