



## Typhoon Haiyan Reconstruction Assistance (THRA) Project

### Terms of Reference for the Development of Knowledge Products (KP)

#### Background

CARE is implementing the “Typhoon Haiyan Reconstruction Assistance (THRA)” a four-year (2015 – 2019) project funded by the Government of Canada through Global Affairs Canada (GAC). THRA aims to support the economic reconstruction of people affected by the typhoon Haiyan which hit the Philippines in 2013. As the project is ending this year, CARE is seeking the services of a Consultant who will develop and package knowledge products (KP) from existing studies, reports and training modules.

#### Expectations

##### Deliverables and Timelines

The consultant’s engagement shall be an estimated 18 days for a period of six weeks (third week of February - end of March 2019). The activities include preparatory work such as inception meeting with CARE and desk reviews, and meeting (either face to face or virtual) to discuss the comments on the work (if any) prior to submission of the final output. The corresponding deliverables or outputs are the following:

Type of KP	Requirement
1. Household gender sensitization module	Content and style editing and packaging/designing
2. Social Analysis and Action (SAA) manual	Content and style editing and packaging/designing
3. Value chain governance study	Writing and packaging of knowledge product (format to be determined)
4. Tracer study	Writing and packaging of knowledge product (format to be determined)
5. Community-Based Development Facilitator (CBDF) study	Writing and packaging of knowledge product (format to be determined)
6. Value chain report per commodity (abaca, cassava, herbs, vegetables, seaweeds)	Content and style editing and packaging/designing

#### Qualifications of the Consultant

CARE will select a consultant who has demonstrated the following:

1. At least three years of relevant experience in development of knowledge products
2. Strong analytical skills and ability to clearly synthesize and present findings based on quality evidence, draw practical conclusions and prepare well-written reports in a timely manner
3. Demonstrated ability to present data in reports and knowledge products in a consistent and through sex-disaggregated and gender-sensitive manner.

4. Familiarity with enterprise development programs in humanitarian and development work setting or humanitarian-development nexus work
5. Knowledge of gender equality and resilience is an advantage.

## Roles and Responsibilities

*Consultant.* The service will be carried out by an independent consultant selected by CARE through a competitive process. The Consultant will report directly to the Monitoring & Evaluation, Accountability and Learning (MEAL) Manager of CARE.

*CARE Philippines and Partners.* CARE Philippines is expected to provide assistance in the retrieval and provision of written documents and photos and other data gaps identified.

## Application Requirements and Selection Criteria

Applications shall consist of the following:

- An Expression of Interest and availability
- Curriculum vitae
- An example of past knowledge product developed relevant to the ToR
- Contact details for two references
- Daily rate

Please forward requested documents electronically to Madel Montejo ([Maria.Montejo@care.org](mailto:Maria.Montejo@care.org)) and Mira Silva ([Miraflor.Silva@care.org](mailto:Miraflor.Silva@care.org)) not later than 1200 hours on 15 February 2019. Only short-listed candidates will be contacted for the next step in the application process. Thorough reference checks of the shortlisted candidates will be carried out prior to selection.