

Nakuru City Conflict Analysis Consultant - Terms of Reference

1. Project Background:

The Refugee Consortium of Kenya (RCK) is a national non-governmental organisation established in 1998. RCK's mission is to promote and protect the rights and dignity of refugees, asylum seekers, IDPs, and other forced migrants in Kenya and the wider East African region. It was established as a response to an increasingly complex and deteriorating refugee situation in Kenya and the region. RCK's core mandate is to: provide legal aid services and psycho-social counselling; engage in advocacy for policy change by providing technical support towards development of relevant legislations in line with international instruments regulating the management of refugees and other forced migrants; and to raise awareness regarding the plight and rights of the vulnerable groups through research and information dissemination.

The GIZ Civil Peace Service (CPS) is a global programme for the prevention of violence and peacebuilding in crisis- and conflict-affected regions. It deploys international and national Peace Building Advisors to strengthen the capacities of non-governmental and governmental organisations in the field of conflict sensitivity and conflict transformation. CPS methods for transforming conflicts are dialogue processes, mental health and psycho-social support, as well as peace-journalism, hate speech monitoring and the support of alternative dispute mechanisms. GIZ-CPS works with inclusive and participatory approaches.

RCK together with its partner the GIZ-CPS Programme are looking for a lead consultant and research assistant to conduct a conflict analysis in Nakuru city. Contextually, conflict assessment is a critical first step to sustain peace through conflict transformation approach, to inform more comprehensive and coherent strategies, political engagement, and creation of interventions in a conflict-sensitive way. It provides insights into the causes and consequences of conflict, the dynamics supporting or undermining peace efforts, and the needs and interests of diverse stakeholders. Hence, it will serve to inform the continued work of the programme with its partner RCK.

2. Purpose and objective(s) of the consultancy:

2.1 Purpose

The key purpose of this study is to better understand the causes and dynamics of conflict(s) including but not limited to social, political, environmental, and economical issues on asylum seekers, urban refugees, and host communities in Nakuru City County. The analysis will also provide quality inputs and strategic road map for RCK to effectively engage or mainstream peacebuilding and conflict transformation at the community level.

2.2 Overall objective

- i. To understand the type of conflict(s), its root causes, and the dynamics around it in Nakuru city, Kenya.

2.3 Specific Objectives

- i. To analyse the potential effect of the conflict(s), if any, on the asylum seekers, urban refugees and host communities, and its consequences on its target group especially women, girls, boys, and men. The analysis will provide RCK with a deeper understanding of effective conflict sensitive approaches to avert the project from exacerbating the conflict(s);
- ii. To identify potential synergies and opportunities for mainstreaming peace building and conflict resolution approaches for a proposed project. A potential entry point/roadmap for mainstreaming peace building in Nakuru city;
- iii. To map out the current capacity and assess the training needs of the stakeholders for conflict sensitive program delivery based on the Do NO Harm principle, that can impact positively on the conflict(s); and
- iv. To identify the best practices and tools for making conflict analysis an on-going process within a reasonable frequency.

3 Scope:

The consultancy work will be focused on; in-depth examination of the conflict(s), its characteristics, causes and dynamics, its impact on its target group (asylum seekers, urban refugees and host communities), and identify potential needs for interventions and peacebuilding initiatives. The analysis will be carried out in Nakuru city, Kenya.

4 Methodology:

The consultant(s) applying for this particular role **must** propose designs and methodologies in their submissions which shall be deliberated and agreed upon by the Conflict Management Team, for use. The Management Team shall provide a summary of the likely data sources and information to the successful candidate to aid in data collection and analysis. The absolute decision arrived at on specific design and methodologies shall be reached upon at the inception phase. This shall be done in consultation with the Conflict Management Team. The consultant(s) should note the key elements outlined below:

- i. Proposed Conflict analysis design;
- ii. Data sources;
- iii. Proposed data collection methods and analysis;
- iv. Proposed sampling methods;
- v. Conflict analysis toolbox;
- vi. Field visits; and
- vii. Level of stakeholder engagement.

5. Ethics:

The consultant must commit to ensure that detailed safeguards and procedures are in place to warrant physical and psychological safety of the respondent(s) and those collecting the data. Likewise, the rights of the respondents must be observed and protected without any form of violation during their participation in the study/analysis. The consultant(s) **must** have a conflict analysis plan with a blue print in place to:

- i. Protect the rights of respondents, including privacy and confidentiality;
- ii. Elaborate on how informed consent will be obtained and guarantee that the names of individuals consulted during the data collection will not be made public;

- iii. In instances where children (under 18 years old*) are respondents, the consultant(s) must consider additional risks and need for parental consent;
- iv. Data collection tools must be designed in a culturally appropriate manner and should not create distress for respondents.

6. Key deliverables of consultant(s) and timeframe:

The timeframe provided for the deliverables allows for quality assurance by the Conflict Management Team. The consultant(s) shall be expected to provide the mentioned below deliverables in the table as per the agreement:

No.	Deliverable	Deadlines of Submission to RCK/GIZ Team	Deadline
1.	Inception report	3 working days	October 18 th , 2022
2.	Draft conflict analysis report	11 working days	November 14 th , 2022
3.	Final conflict analysis report	7 working days	November 30 th , 2022

7. Conflict analysis team composition and required competencies:

7.1 Composition, roles and responsibilities

The conflict analysis team will consist of a lead consultant(s) who will be responsible for undertaking the conflict analysis from start to finish; managing the research assistant(s); collecting and analysing data; and drafting and presenting of the final report in English, all under the overall supervision by the Conflict Management Team.

7.2 Required Competencies

Consultant(s):

- Master's degree in social sciences, research, conflict and peace studies or related fields;
- At least 5 years in carrying out similar assignments and research work using qualitative and quantitative methods;
- Previous experience of practicing participatory methods for conducting research and planning;
- Proven experience in working with local communities, civil societies, and government representative(s);
- Proven capacity to write analytical, understandable and simple reports on conflict dynamics (candidates **must** submit at least 2 conflict studies written/authored by them as attachments to their application);
- Demonstrated capacity to analyze conflict data/statistics;
- Able to work in a fast paced environment with minimum supervision, meet short and tight deadlines, plan and implement effectively, and be a team leader;
- Readiness to go to and work in informal settlements and rural areas i.e. Kuresoi Sub County in Nakuru County;

- Prior experience in working with displaced population(s), applying and understanding gender and human rights based approaches, peace building, and Do no harm principle is an added advantage;
- Understanding of humanitarian operations is an added advantage;
- Excellent written and spoken communication skills in English and Swahili. An understanding of the local dialect in the identified region is an added advantage.

Research Assistant(s):

- University degree in social sciences, conflict and peace studies, and research or related fields;
- At least 3 years of experience in conducting conflict analysis or similar research with excellent report writing and analytical skills;
- Demonstrated capacity to analyze conflict data/statistics and experience in working with secondary data analysis/desk reviews;
- Demonstrated understanding of issues related to confidentiality, data safety and other ethical concerns related to the sharing and management of sensitive data;
- Prior experience in working with displaced population(s), applying and understanding gender and human rights based approaches, peace building, and Do no harm principle is an added advantage;
- Understanding of humanitarian operations is an added advantage;
- Proven ability to deliver against targets and meet deadlines within a short timeframe;
- Excellent written and spoken communication skills in English and Swahili. An understanding of the local dialect in the identified region is an added advantage.

8. Management Arrangement of the Conflict Analysis:

The conflict analysis shall be managed by the lead consultant who shall be identified through a competitive process. In addition to this, the Consultant shall further be supported by the Conflict Management Team which shall consist of technical advisors from RCK and GIZ-CPS as highlighted below:

8.1. Refugee consortium of Kenya (RCK)

RCK, through its technical advisors in the Conflict Management Team, shall provide overall supervision of the data collection, analysis and reporting done by the consultant who will be in the field. In addition, RCK will support the consultant by obtaining consent(s) from the relevant authorities in order to access the respondents. RCK will also form part of the stakeholders in the validation workshop to ascertain the accuracy of the data submitted by the consultant(s) and make recommendations where possible for a cogent and verifiable final report. Finally, RCK will provide the required logistical and administrative support.

8.2 GIZ-CPS

GIZ-CPS, through their focal person(s) in the Conflict Management Team, shall complement RCK's roles through technical advice and support.

8.3 Consultant(s)

The consultant(s) will be responsible for undertaking the conflict analysis from start to finish; managing the research assistant(s); collecting and analysing data; and drafting and presenting the final report in English, under the overall supervision of the Conflict Management Team. This will also compound a one-day validation workshop on November 21st, 2022. In addition, the consultant shall be expected to deliver the below:

- i. Develop the methodology, including developing a list of key informants in close consultation with the Conflict Management Team;
- ii. Conduct a desk review of relevant secondary data and literature;
- iii. Support the research team in translating the research tools from English to Kiswahili and other languages, if need arises;
- iv. Mobilise key informants and participants for focus group discussions in collaboration with the Conflict Management Team;
- v. Conduct focus group discussions and key informant interviews, as stated, in close consultation with the Conflict Management Team;
- vi. Analyse the collected data and develop a report; and
- vii. Present the findings in a validation workshop.

9. Deliverables and timeline:

During the assignment, the consultant will deliver:

Stage of Conflict Analysis	Key Task	Responsible	Number of working days required
Inception stage	Briefing of consultant(s) to orient them	Conflict Management Team	3 working days
	Desk review of key documents	Consultant(s)	
	Finalizing the analysis design and methods	Consultant(s)	
	Submit draft inception report	Consultant(s)	1 working day
	Review of inception report and provide feedback	Conflict Management team	
	Incorporating comments and revising the inception report	Consultant(s)	1 working day
	Submitting final version of inception report	Consultant(s)	1 working day
	Review of final inception report and approval	Conflict Management team	
	Desk research	Consultant(s)	6 working days

Data collection and analysis stage	Site technical mission for data collection (visits to the field, key informant interviews etc.)	Consultant(s)	
Synthesis and reporting stage	Analysis and interpretation of findings	Consultant(s)	2 working days
	Preparing a first draft report	Consultant(s)	
	Review of the draft report for quality assurance	Conflict Management team	1 working day
	Incorporating comments and preparing second draft conflict analysis report	Conflict Management team	2 working days
	Final review and approval of report	Conflict Management team	2 working days
	Final edits and submission of the final report	Consultant(s)	2 working days

10. Other provisions:

10.1 Budget

The budget shall be discussed with the selected candidate who may need an indication of the budget proposal for a feasible conflict analysis design.

10.2 Terms and Conditions

This work will be undertaken by an external consultant. Proposals should include and adhere to the time frame set to complete the work and at a costed rate.

11. Application process:

11.1 Submissions of the Proposals

Interested applicants who meet the required profile are invited to present an expression of interest by submitting both technical and financial proposals (separately) in PDF format with the subject clearly marked “RCK Nakuru City Conflict Analysis Consultancy: Peacebuilding Project Nakuru-Kenya” on or before **Tuesday 11th October, 2022** via email to procurement@rckkenya.org. **For further information, please see www.rckkenya.org.**

All applications must have the following:

- 1. Cover letter;**

2. **Technical proposal:** Summarizing the understanding of the TOR (written submission); method and tools to be used; suitability statement of the individual or company, including CVs of lead consultant and other participating consultant(s)/ research assistant(s) with details of qualifications and experience in this and/or similar assignments; work-plan clearly indicating the activity schedule; and a risk analysis and mitigation strategy;
3. **Financial proposal:** providing cost estimates (costs per activity line, staff, and any logistics etc.) and technical consultancy fees; and
4. **Testimonials and contacts** of three organisations that have recently contracted you to carry out similar assignment. In addition to this, submit at least 2 conflict studies written/authored by yourself as attachments to the application.

Only shortlisted candidates will be contacted.