

Consultancy - Terms of Reference (TOR)

WFP – Kilimo Tija Kigoma (KiTiKi Project)

Conflict Scan Assessment – Kigoma Region

1. Background

Good Neighbors is an international humanitarian development NGO founded in Korea in 1991. It was granted General Consultative Status from the United Nations Economic and Social Council (UN ECOSOC). The aim is to make the world a place without hunger, where people live together in harmony. In Tanzania it was officially established on 2005 and our efforts work towards creating environment where children's rights are protected and sustainable development of communities through empowerment, leadership and ownership.

Good Neighbors Tanzania (GNTZ) opened its office in 2005 to carry out Community Development Projects including education, water and sanitation, health, income generation, advocacy and humanitarian assistance for children and local residents.

In 2015 GNTZ initiated interventions in the Kigoma Region within three districts (Kasulu, Kibondo and Kakonko). GNTZ through its operations in the Kigoma Region focuses on strengthening resilience, peace and stability between refugee and hosting communities in Kasulu, Kibondo and Kakonko.

Since its beginning of operation in Kigoma Region, GNTZ has been implementing various activities that contribute to peaceful coexistence of refugees and host communities in the region, including establishing two joint-Vocational Training Centers where people from both refugee camps and host communities learn together and providing alternative energy sources to refugees (charcoal briquettes).

Currently, in partnership with World Vision Tanzania (WVT), GNTZ is implementing the “Strengthening Smallholder’s Agriculture Value Chain, Gender Equality and Peace in Refugee Hosting Districts; Kilimo Tija Kigoma (KiTiKi)” project that is funded by World Food Programme (WFP). As part of the project, GNTZ will implement various activities to enhance social cohesion and achieve peaceful coexistence of the two communities in the region.

Good Neighbors Tanzania is looking for individual to perform the following role;

Position: Consultant for Conflict Scan Assessment

Reports to: Head of Kigoma Project Office

Location: Kasulu, Kibondo and Kakonko Districts in Kigoma Region

Duration: 6 Weeks

2. About Social Cohesion and Conflict Scan Assessment

Kigoma Region has been hosting refugees from its neighbouring countries and currently it is home to more than 200,000 refugees who are residing in Nduta (Kibondo district) and

Nyarugusu (Kasulu district) refugee camps. With its rich experiences in working with the two communities, GNTZ has proposed several interventions to the project that can improve social cohesion and promote peaceful coexistence such as establishing peaceful coexistence committees, promoting alternative energy sources for refugees, providing conflict resolution training to farmers groups in the host communities and conducting regular community dialogues on peace. However, with a view to establishing the ground for the suggested interventions, GNTZ will conduct a conflict scan assessment as the first activity.

Conflict Scan Assessment is a systematic process to analyse and prioritise the dynamics of peace, conflict, stability, and instability in a given context. Conflict scan assessment is the first step in formulating strategies, developing policies, and designing programs that effectively prevent, mitigate, and manage conflict dynamics. Based on the findings of the assessment, GNTZ will refine the activity implementation plans for the implementation of KiTiKi Component II.

While it is known that there are tensions between the refugees and host communities that arise from various issues such as competition over the resources (e.g., firewoods) and security incidents happening nearby the camps, a thorough research is needed to identify the levels and types of conflict in the context of the camp and the surrounding host communities, as well as the root causes, drivers and triggers of the conflict/s and the main actors involved. Furthermore, it also analyses the drivers of peace and what connects people despite the tensions. Such structured overview and analysis of these different elements will provide a solid basis to guide the project where and how to intervene to address the conflicts within the given time and budgetary frame.

WFP has developed a [Guidance Note on conflict analysis and conflict sensitivity risk assessment](#), which provides practical step by step guidance and methodology on how to approach a conflict scan assessment and serves to guide WFP and its partner (GNTZ) in doing the necessary analyses for the above-mentioned conflict scan. Therefore, the Conflict Scan Assessment will follow steps that are stipulated in the WFP Guidance Note.

3. Aim and Objectives of the Assignment

3.1. Aims

The assignment will assess the levels, types and extent of tensions and potential conflicts present within and between refugee and host community, where, when, how these manifest, who is engaged, and why. This assessment aims to identify conflict triggers and analyse dynamics underneath the tensions, as well as drivers of peace and possibly existing structures conducive to social cohesion and peaceful coexistence. This will inform the KiTiKi project in preparing for detailed implementation approach to address the existing tensions and promote social cohesion and peaceful coexistence measures.

3.2. Objectives

Objectives of the study are:

- a. To identify the levels and types of conflicts and tensions and conflict causes, drivers and triggers, how these manifest, who is engaged, where and why it happens, particularly between the refugees and host communities; the analysis shall include an analysis of drivers of peace, including a complete overview and analysis of possible

existing structures, formal or informal, that serve objectives of social cohesion and peaceful coexistence,

- b. To determine mitigation measures and make recommendations how to address the identified conflicts through measures for social cohesion and peaceful coexistence, including an evaluation of the feasibility of the proposed interventions,
- c. To identify key messages that can be included in activities for social cohesion and conflict resolution, including for possible community meetings, training content or information, education and communication (IEC) materials (brochure, leaflet, flyers).

4. Scope of the Assignment

4.1. Methodologies

The Consultant is expected to develop an appropriate survey approach/methodology to address the conflict analysis objectives, whereby WFP's Guidance Note on conflict analysis and conflict sensitivity risk assessment shall be consulted and considered. The Consultant, in consultation with the project team will develop a detailed and appropriate study methodology, plan and execution of the study. The survey methodology and tools developed by the consultant will be reviewed and approved by GNTZ before the rollout of data collection.

The survey methodology will include and not be limited to;

- a. Literature review of the relevant reports and similar types of analyses, which have been conducted in the study area previously.
- b. Data collection approaches and tools; focusing on structured, semi structured and unstructured interviews with host communities and refugees in order to capture all required information.
- c. Focus group discussions with key informants including leaders of the refugees as well as the host communities, local government authorities, police, immigration departments and NGOs.
- d. Observations- this will involve participant and non-participant observations thus observing the real situation when visiting the refugees camp and the host/surrounding communities.
- e. Data analysis techniques-In the data analysis process, the collected 'raw' data will be translated into meaningful information by verifying them, compiling and summarizing them, comparing them to other information, and identifying key findings.
- f. Consideration must be given to gender and minorities when planning the data collection activities (e.g., focus groups) to ensure that they are conducted in an inclusive and participatory manner.
- g. Likewise, the possible sensitive nature of the subject topic must be considered and formats, particularly for focus group discussions, designed in a way that ensures a safe space for discussion and respects the principle of Do No Harm of WFP and its partners.

4.2. Expected Deliverables

1. An inception report that outlines methodologies and activity plans
2. The conflict scan assessment draft report
3. The conflict scan assessment final report

The report should be logically structured including the executive summary, conflict scan description in Kigoma, survey purpose, methodology, findings, conclusions, recommendations, and annexes (key officials interviewed, documents consulted, and

data collection instruments). The report should respond in detail to the key focus areas described above. It should include a set of recommendations for conflict resolutions.

4. Summary of conflict scan assessment report on PowerPoint Slides for presentations.

4.3. Assignment Timeline

The consultancy is expected to take 6 weeks from June 2023 to 15 July 2023.

Activity	Timeline	Remark
Planning	1 week	Deliverable 1 (inception report) to be submitted
Data collection and analysis	3 weeks	Deliverable 1 (clean analysed data) to be submitted
Report writing and draft report submission	1 week	Deliverable 2 (draft report) to be submitted
Draft report revision and final report presentation	1 week	Deliverable 3, 4 (final report and presentation) to be submitted

5. Responsibilities

- Provide an Inception report with a detailed plan for how the conflict scan assessment will be carried out in a methodologically sound manner; that should be approved by GNTZ before the field work.
- The consultant will adapt to the suggested data collection methodology
- Source, hire and pay enumerators immediately after the fieldwork
- The consultant will train enumerators.
- Arrange and fund all transportation to the project sites/logistics, etc.
- Work with project field staff to coordinate assessment schedules.
- Supervise enumerators during data collection in the field.
- Data verification during data collection.
- Data uploading, cleaning and analysis.
- Design questionnaires for data collection encompassing measurements for assessing the objective of the study.
- Clean and organize the primary data set to be handed over to GNTZ at the completion of the analysis.
- Conflict scan assessment draft report.
- An end of consultancy presentation of all findings drafted at a level of understanding acceptable for a wide range of audiences.
- Submitting the final report.
- Attend and participate in all social cohesion meetings regarding the scope of work set forth by GNTZ management.
- Required to achieve not less than 90% of individual and team's assignment targets.
- Any other related work as may be assigned by GNTZ.

Qualification, experiences and competencies

- Master's degree in Peace and Conflict Management, Community Development, International Relations, Social Science, Statistics, Economics, or related field and at

least 5 years of relevant experience (Team leader); and at least a master's degree in similar disciplines and years of experience for other team members.

- Minimum of 4 years' experience in humanitarian/development context preferably.
- Experience of at least 4 years in conducting research/Project evaluations, particularly in the area of social sciences.
- At least a 4-year experience in planning and conducting both qualitative and quantitative research (conducting survey fieldwork, data collection, validation, entry, and analysis).
- Experience in leading teams in the field (training, field logistics, human relations, teamwork).
- Experience of working with refugee and host communities in Kigoma or other areas of similar situation will be an added advantage.
- Demonstrated ability and experience in working with communities and the capacity to undertake the study in rural and urban areas.
- Experience in volatile and complex situations.
- Demonstrated ability to assess complex situations to analyze critical issues concisely and clearly and draw conclusions and recommendations.
- Excellent writing skills, with publication records.
- Experience in working with NGO.
- Strong verbal/written communication skills.
- An excellent written and oral command of English and Swahili.
- Strong problem-solving skills, creativity in decision making.
- Strong leadership, operation and management skills.

Other Competencies/Attributes:

- Honesty, integrity, transparency and professionalism.
- Ability to manage a large workload and multiple tasks in limited time period.
- Flexible and adaptability to transitions.
- Self-motivated with strong initiative.
- Report writing skills.
- Ability to follow instructions and work with minimum supervision.
- Competence in Ms Office applications, Ms word, Excel, and Powerpoint.
- Perform other duties as may be required.

Application Instructions:

- All interested applicants, who meet the above requirements, please [Click here](#) to apply for the position on or before 15th June, 2023. Only shortlisted applicants will be contacted.
- When applying please attach the following documents
 - I. Application Letter
 - II. Detailed curriculum vitae containing complete names and addresses (postal, email, phone), together with names and contact details of three referees.

- III. Technical Proposal (It should include explanation on why you are suitable candidate for the assignment and indicate methodologies and conceptual framework)
- IV. Financial Proposal

- All applications should be addressed to Country Director, Good Neighbors Tanzania, P.O. Box 33104, Dar es Salaam.
- Only shortlisted applicants will be contacted through their active mobile numbers and email addresses.
- Good Neighbors Tanzania will not be responsible for transport or/and accommodation during the interview, there will be no refund for the expenses incurred.
- Good Neighbors Tanzania has a zero tolerance to any harm or sexual exploitation and abuse against any beneficiaries (or program participants). Safeguarding and Protection from Sexual Exploitation and Abuse (PSEA) is everyone's shared responsibility and all GN employees and partners are required to adhere to GN's Code of Conduct both during and outside working hours. Familiarization with and adherence to the GN Safeguarding Policy and Code of Conduct is an essential requirement of all employees and partners, in addition to related mandatory training. All applicants interested to work with GNTZ must ensure that they understand and act in accordance with this clause. Please [Click here](#) to access and review GN Safeguarding Policy.