

Consultancy for Project Evaluation

Position Title: Consultant (Final Project Evaluation)

Duration of Contract: April – July 2025 (4 months)

Targeted Location: 9 camps along the Thai-Myanmar border

Closing Date for submission of Proposals: 20 February 2025

Overview:

COERR (Catholic Office for Emergency Relief and Refugees) Foundation is seeking a qualified Consultant to conduct an evaluation for its project entitled “PROTECT Project (Psychosocial Rehabilitation Opportunities, Training and Enhancement for Children along the Thai-Myanmar Border)” for the Myanmar refugees living in nine camps along the Thai-Myanmar border. The evaluation will primarily focus on outcomes (what the project achieved). These outcomes include: (1) The child protection environment in the camps is strengthened through Improved access and Increased quality of response services. (2) Preventive actions that reduce the risks of child abuse and promote the participation of children and youth as an active part of child protection in the camps have been strengthened. Community-based Child Protection stakeholders are empowered to initiate/implement community oriented preventive actions, a sustainable community-based child protection approach (3) A comprehensive capacity building program delivered to CBRS, refugees, community-based child protection stakeholders and COERR Program Officers

Profile of the Consultant/Team

- The selected consultant (or team of consultants) should have demonstrated experience in results-based project evaluation
- At least a Bachelor’s degree in international law, international relations, human rights, social sciences, political sciences or related field;
- Minimum 7 years of experience in designing, implementing and overseeing project evaluations or combination of education, training and experience;
- Experience with qualitative and quantitative M&E data collection and analysis methods;
- Experience in working in politically sensitive countries and ability to maintain security and confidentiality considerations throughout the evaluation process and beyond. Results of the evaluation are not to be shared or disclosed to any other party without the written consent of COERR;
- Inter-cultural communication skills;
- Strong facilitation, presentation, and communication skills;
- Strong ability to communicate effectively in English, both verbally and in writing;
- Preference will be given to candidate/team able to speak Thai, Karen and/or Burmese;
- Team player with the ability to closely collaborate with COERR team and project stakeholders.
- Proven experience in delivering professional services to not-for-profit organisations;
- Strong knowledge in the situation of Myanmar refugees in Thailand;
- Knowledge and experience in human rights and gender issues;
- Strong knowledge of the Thai context in relation to security issues related to the dissemination of communication materials in relation with refugees;
- Respect towards cultural and religious diversity;
- The consultant must commit to comply with MOI regulations on accessing and conducting activities in the camps and fully comply with the COERR Code of Conduct.

Deliverables: The following structure for the final evaluation report is provided to serve as a guide:

1. Executive summary. (Max. 5 pages.)
2. Introduction: presenting the purpose of the evaluation exercise, the evaluation questions to be addressed, the workplan and the main results obtained. (Max. 2 pages.)
3. Description of the intervention assessed: setting out the objectives and logical structure of the planning of the Program. A brief description of the Project should be included, referring to any relevant background. Organisation and management procedures should be described, identifying the main actors involved and indicating the economic, social, political and institutional context in which the intervention is taking place. (Max. 3 pages.)
4. Methodology used for the evaluation, explaining the methodology and techniques used during the evaluation, as well as any conditioning factors for and limits to the study carried out. (Max. 5 pages.)
5. Analysis of information compiled, beginning with the analysis of the documentation compiled, followed by data and evidence collected in the camps in the course of fieldwork. This section should address the questions and evaluation criteria established in advance. Any evidence found related to the evaluation questions set should be presented, together with interpretations of that evidence.
6. Conclusions: Setting out the main conclusions drawn in respect of the evaluation criteria established and including the strong and weak points of the project.
7. Lessons learned: obtained from the overall conclusions of the evaluation, indicating any best practices that might be extrapolated
8. Recommendations: Beginning with the conclusions set out in the report, recommendations should be made with a view to improving the following project implementing period. It is important for these recommendations to be specific and feasible in the remaining Program-implementation time, indicating the actor(s) to whom these recommendations are specifically being made.
9. Annexes: including the TOR, the methodology adopted, the information-compiling tools used, the work plan, the make-up and description of the mission, views expressed and comments made by the various actors on the draft report, and any other information considered relevant
 - Electronic version of the Final Report and Annexes in MS Word and /or Excel format
 - A PowerPoint presentation, setting out the main findings, conclusions and recommendations of the evaluation, max. 20 slides. This is to be presented by the consultant at a debriefing meeting with the COERR Management Team.

Requirements for the Presentation of Proposals (English only):

- Technical proposal. The proposal should clearly outline (i) the candidate-consultant's key skills and experience that are relevant to this evaluation; (ii) a concise description of the desired evaluation approach and key principles that will inform her/his work; (iii) a detailed cost justification; (iv) the names and contact information for references regarding three recent consultancies conducted by the consultant.
- Financial proposal/offer expressed in Thai Baht. The Budget for the contract of services not exceeding 400,000.00 Baht. It must be all inclusive (including VAT and/or any other relevant taxes, travel costs, accommodation, eventual translation services and any other costs during onsite visits). The payment will follow COERR Foundation procedures.
- CV of the consultant/consultant team.

Submission of Proposals: In digital format through E-mail to the following persons:

Mr. Juventino Mendoza: ben@coerr.org

Ms. Chiranan Liengwitayakhun: chiranan.l@coerr.org

Ms. Tanapat Pisitpong: tanapat@coerr.org

Note that COERR may ask for examples of previous work after reviewing the application materials. Due to the volume of applications, only short-listed candidates will be contacted.