

## **Terms of Reference (TOR) and Social Mobilizers**

Position Title: Social Mobilizer/ SARA Mobilizer

Position Objective: Social Mobilization

Position Duration: 1 to 12 months (renewable)

The main objective of engaging 'social mobilizers' in the SJP Project sites is to support UNOPS Security and Justice Officers based in the Provinces and SJP's stakeholders in rolling out SARA activities/ events in the UNOPS SJP Project Sites. UNOPS, therefore, aims to hire Social Mobilizers through outsourcing of a Human Resource Management Services Company for the various projects implemented by UNOPS throughout the country.

### **Background**

The Foreign, Commonwealth and Development Office (FCDO) funded Security and Justice Programme (SJP) aims to address criminal violence, gender-based violence (GBV), and strengthen the service delivery capacity of the Nepal Police (NP) and other key duty-bearers. UNOPS, as an implementing partner, will deliver on the SJP Policing Component from April 2024-2027.

The SJP will support more representative, accountable, and responsive policing and help tackle gender-based violence in Nepal. The program will contribute to the following result areas:

1. Improved Capacity of Security and Justice Providers: Increased public safety and trust in the state through enhanced service delivery and community relationships.
2. Effective and Accountable Institutions: Strengthened security and justice institutions at the Provincial and Palika levels with effective, accountable, inclusive, and sustainable systems aligned with federal constitutional mandates.
3. Decreased Prevalence of GBV: Increased access to services for GBV survivors.

A key component of this project is rolling out SARA (Scanning, Analysis, Response, and Assessment) problem-solving approach within SJP Project Palikas across Madhesh, Lumbini and Karnali Provinces. The SARA process helps multi-stakeholders identify and address community safety and security issues and GBV by systematically:

- Scanning for problems
- Analyzing their causes
- Formulating responses
- Assessing the outcomes

This method ensures data-driven, community-focused interventions, enabling sustainable solutions and trust building between service providers and recipients.

## **Roles, Deliverables & Expected Outputs**

The Social Mobilizer will support UNOPS Security and Justice Officers (SJO) at the provincial level in implementing various project-linked activities, including:

1. SARA Implementation: Assist in the Scan, Analysis, Response and Assessment stages.
  - a. Identify, prepare a list of participants and invite them to participate in the SARA sessions and ensure their participation throughout the SARA Process.
  - b. Organize and manage logistics for SARA events and keep the records of financial expenses.
  - c. Assist SJOs and SJP Team in regular check-ins and training with community, police and ward officials.
2. GIS Mapping: Participate in training for GIS Mapping in the respective project site. Assist community volunteers in GIS mapping/ plotting the safety issues identified by them.
3. Data Collection: Support UNOPS, police and the local communities in data collection, CPP linked activities in communities and schools.
4. Community Engagement: Conduct community meetings and door to door visits with the delegates within the project site.
5. Stakeholder Coordination: Coordinate with municipal and ward officials, Local Police Unit, Judicial committee officials/members to ensure smooth project implementation and communications. Map other like minded agencies/ projects working in the SJP Project sites.
6. Community Police Partnership (CPP): Collaborate with Area Police Offices on CPP programs to activate the Ward and Tole Level CPP Committees.
7. Survivor Support: In close coordination with PIN, assist/refer survivors identified from the communities to PSWs (Protection and Support Workers) for understanding their rights and access to justice.
8. Documentation: Assist SJOs in drafting the SARA Process events.
9. Reporting: Manage and maintain activity reports, timesheets and Monthly status and incident reports.
10. Support other SJP Activities on a as and when required basis.

## **Qualification Requirements**

- Education: 10+2 (Intermediate) with 1 years of experience in community mobilization, capacity building, or development.
- Skills:
  - Working knowledge in Microsoft Office 2010 and internet.
  - Ability to maintain various types of documentation in Nepali and English.
  - Working knowledge of English and fluency in Nepali.
  - Planning and reporting; identification of field-level issues.
  - Meeting/Training management and facilitation skills.
  - Liaison and communications; awareness raising.
  - Fair knowledge in operating smartphones and sharing project information (pictures, geo-references) via mobile messaging apps.
  - Event Management at Local and Province Level.

## **Monitoring and Reporting Arrangements**

The selected Social Mobilizer will report to the S&J Officer of the Provinces and provide regular updates as per the project requirements.

## **Timeframe**

The assignment is expected to last from 1 to 12 months, with possibilities of extension based on performance and project needs.

## Technical Support

The Social Mobilizer will receive regular technical support from UNOPS Technical Experts.

## Arrangements

- Definite 7 positions (01 November 2024 - 31 October 2025) for SJP -SARA Sites: Birendranagar, Bheriganga, Kohalpur, Shivraj, Simraungadh, Barahathwa and Janakpurdham Municipalities.

SN	UNOPS SJP Project Site	District/ Province	Duration
1	Birendranagar - 07	Surkhet/ Karnali	01 Nov 2024 - 31 October 2025
2	Bheriganga-12	Surkhet/ Karnali	01 Nov 2024 - 31 October 2025
3	Kohalpur-11	Banke/ Lumbini	01 Nov 2024 - 31 October 2025
4	Shivraj -05	Kapilvastu/ Lumbini	01 Nov 2024 - 31 October 2025
5	Simraungadh -07	Bara/ Madhesh	01 Nov 2024 - 31 October 2025
6	Barahathawa-05	Sarlahi/ Madhesh	01 Nov 2024 - 31 October 2025
7	Janakpurdham-04	Dhanusha/ Madhesh	01 Nov 2024 - 31 October 2025

This TOR is a comprehensive document outlining the expectations and requirements for the Social Mobilizer position. It is intended to be used as a guide for both the successful candidate and UNOPS in ensuring the successful implementation of the SARA program.