

# Mercy Corps Indonesia

## Scope of Work for Consultant

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**Project/Consultancy Title:** Consultant for Developing Capacity Building Pathways for Disaster Management Trainers at Pusdiklat PB BNPB

**Project Location(s):** Jakarta & Sentul, Bogor

**Finance Department Code:** 20087

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### Background:

Mercy Corps Indonesia is part of the global Mercy Corps family, a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within.

The Investing in Human Capital for Disaster Management (INVEST DM) 2.0 program in Indonesia commenced on May 17, 2021. INVEST DM 2.0 builds upon the achievements of the USAID/BHA Technical Assistance and Training Teams (TATTs) program (2014-2019) and the first phase of the INVEST DM program (May 2019-Jan 2021). Program assistance is focused on the national level, with many of the interventions expected to flow-down for sub-national uptake. It directly supports the Government of Indonesia (GOI) National Disaster Management Agency (BNPB) in building the capability of its workforce (bureaucratic reforms and capacity building) and national DM capacity through education and training initiatives and improved systems and strategies. These will contribute to strengthened sub-national DRM institutions and people at key administrative levels who will be better equipped and able to fulfill their mandate to deliver effective DRM services and save lives.

### Purpose / Project Description:

Outcome 1 ensures that *“the Organizational capacity of Pusdiklat is strengthened and its service delivery accelerated by developing and implementing appropriate Disaster Management (DM) certified in-service training and pre-service education pathways for the workforce across BNPB, Sub-national DM Institutions, and other Government of Indonesia (GOI) agencies.”* This Outcome consists of 6 Outputs:

- Output 1.1:** Pusdiklat has the capacity to implement online training.
- Output 1.2:** Pusdiklat has implemented the training providers accreditation mechanism.
- Output 1.3:** Pusdiklat has developed disaster learning mechanism.
- Output 1.4:** LSP-PB has a strategic plan and is functioning as a professional certification board.
- Output 1.5:** Technical cooperation for exchanges, learnings and linkages with external education and training providers is strengthened (FEMA/EMI, US DOD, NDPTC, Texas A&M, CDP).
- Output 1.6:** Pusdiklat has capacity to implement the recommendations of the stocktaking analysis and (Polytechnic DM establishment) roadmap of pre-service (diploma) civil servant entry-level study programs.

As INVEST DM 2.0 team provide capacity building support to Pusdiklat BNPB and the trainers, regular evaluations are conducted as a way to gain inputs on how the process will continue effectively and achieve the objective. In recent discussions with Widya Iswaras (trainers), they brought up the need for the trainers to be improved in their capacity so that they can serve the purpose better.

This consultancy will contribute to the preparation of activities under **Output 1.1** above.

### **Consultant Objectives:**

The overall objective of the consultancy assignment is to provide support in developing capacity building pathways for disaster management trainers at Pusdiklat PB BNPB.

### **Consultant Activities:**

The Consultant shall conduct the following activities:

- **Assessment of current DM trainers' capacity in Pusdiklat PB BNPB.** Conduct an assessment of DM trainers' capacity, classroom observations (as part of the pedagogy, instructors, and trainers evaluation) process
- **Develop a pathway/plan for DM trainers capacity building in the short term and long term.** Identify programmatic changes needed for DM trainers within Pusdiklat PB BNPB that can be applied in short term as well as long term. Emphasis should be placed on building capacity for pedagogy, online training and curriculum development.
- **Prepare policy brief and present (slide deck) findings and recommendations to Pusdiklat PB and incorporate feedback**
- **Conduct selected 1-2 training/coaching on specific topics** related to training delivery and pedagogy as agreed with Pusdiklat & INVEST DM 2.0 team.
- **Develop activity completion report**

### **Consultant Deliverables:**

The Consultant will produce the following deliverables with estimate efforts of 20 days:

- a. Review of DM trainers' capacity in Pusdiklat PB BNPB.
- b. Develop a pathway/plan for DM trainers capacity building.
- c. **Conduct** selected 1-2 training/coaching on specific topics related to training delivery and pedagogy as agreed with Pusdiklat & INVEST DM 2.0 team.
- d. Activity completion report.

### **Timeframe / Schedule:**

The consultancy will commence in June – September 2022.

### **The Consultant will report to:**

Program Manager INVEST DM Outcome 1

### **The Consultant will work closely with:**

Pusdiklat PB, Widya Iswaras (trainers), Program Manager INVEST DM Outcome 1, COP, DCOP, VET and Training Coordinator, the Program Principle of UHM.

## Required Experience & Skills:

The selection criteria to assess the technical capacity of the consultants includes the following;

- Master's degree in education, training, or other related disciplines.
- At least 10 years of relevant experience in education or capacity building.
- Extensive knowledge of adult training and education (pedagogy) and capacity building process
- Good knowledge about Disaster Risk Management in both theory and practices, particularly in Indonesia context, will be beneficial
- Knowledge of the Pusdiklat PB & DM training & education.
- Understanding of gender equality and social inclusion concepts.
- Demonstrated ability to lead consensus-building and participatory approach during collaborative processes to achieve a final product
- Strong interpersonal skills and ability to work with diverse stakeholders from government, ministry, and NGOs.
- Experience working with the government agencies such as ministries and BNPB.
- Strong (written and oral) comments of English and Bahasa Indonesia including report writing and editing.

## How to Apply (Indonesian nationals only):

Prospective candidates shall email their CV and price quotation to [procurement@id.mercycorps.org](mailto:procurement@id.mercycorps.org) with subject “**CB Pathways**” no later than June 14<sup>th</sup>, 2022. Only candidates who meet the required qualifications and experiences will be contacted.

## Diversity, Equity & Inclusion

Achieving our mission begins with how we build our team and work together. Through our commitment to enriching our organization with people of different origins, beliefs, backgrounds, and ways of thinking, we are better able to leverage the collective power of our teams and solve the world's most complex challenges. We strive for a culture of trust and respect, where everyone contributes their perspectives and authentic selves, reaches their potential as individuals and teams, and collaborates to do the best work of their lives.

We recognize that diversity and inclusion is a journey, and we are committed to learning, listening and evolving to become more diverse, equitable and inclusive than we are today.

## Equal Employment Opportunity

We are committed to providing an environment of respect and psychological safety where equal employment opportunities are available to all. We do not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability (including HIV/AIDS status), marital status, military veteran status or any other protected group in the locations where we work.

## Safeguarding & Ethics

Mercy Corps Indonesia team members are expected to support all efforts toward accountability, specifically to our stakeholders and to international standards guiding international relief and

development work, while actively engaging communities as equal partners in the design, monitoring and evaluation of our field projects. Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MCI's policies, procedures, and values at all times and in all in-country venues.