

## Terms of Reference (ToR)

### FOR A CONSULTANT TO TRANSLATE CONTENT OF CRP E-LEARNING COURSE

#### ***Strengthening capacity for Civil Society Organizations on Child Rights Governance***

##### 1. Background on Save the Children

Save the Children (SC) has been implementing programs in Vietnam since 1990 in order to help children in their lives through our key thematic areas namely Child Protection, Child Poverty, Education, Health and Nutrition, Child Rights Governance (CRG), Disaster Risk Reduction and Emergency Response. SC is currently supporting children in 22 provinces throughout of Vietnam through partnership with government agencies, Civil Society Organizations, private sector, academic and research institutes.

Save the Children (SC) has been implementing a five-year project named “Strengthening Capacity of Civil Society Organizations (CSO) in Child Right Governance – Phase 2” (here by called SIDA CSO in short) from 01/01/2017 to 31/12/2021. The project is funded by the Swedish International Development Cooperation Agency (SIDA) through Save the Children Sweden. The overall objective of the project is a society where CSOs have developed their skills and State actors have systematic dialogues with CSOs in order to take actions towards gaps identified in the CRC concluding observations. The project has two Outcomes: (1) State actors recognize the importance of the involvement of CSOs in fulfilling children’s rights; and (2) Government support and promote initiatives toward a total ban of physical and humiliation punishment (PHP).

Through capacity building of civil society, Save the Children (SC) and partners have nurtured relationships and provide opportunities for CSOs and State actors to interact regarding the implementation of the Convention on the Rights of the Child (CRC) in Vietnam. SC and partners have facilitated, mentored and provided platforms for networks at local, provincial and national levels to develop further. These networks of CSOs from various contexts, representing marginalised groups, are expected to become capable of monitoring children’s rights and be recognised as a relevant and credible discussion partner to the government. Details on project’s outcomes and key activities can be found in Annex 1.

Within the project’s framework, Save the Children worked closely with CSOs to empower and strengthen their confidence for constructive dialogues with the government. The organization also took the role of coordinating and enhancing existing child right networks at local, provincial and national levels to increasingly become inclusive and better prepared to take actions regarding child rights issues.

##### 2. Objective

The objective of this Terms of Reference is to hire a qualified individual consultant to translate an e-learning course (in English) into Vietnamese.

##### 3. Consultant’s responsibilities:

- Translate the content of Child Rights Programming e-learning course (around 49,000 words, equivalent to approximately 140 page \*350 words/ page)

##### 4. Expected Deliverables

Complete the translation with high quality using provided template.

##### 5. Duration and Timeframe:

The time for consultant to translate is 7 days (from 7<sup>th</sup> to 15<sup>th</sup> November 2021)  
The consultant is expected to submit the translation of each module once finished

#### 6. Reporting line:

Hoang Thi Tay Ninh, CRG Program Manager.

#### Experience and skill set required

##### **Essential:**

- Bachelor Degree or higher in English language, English education, or professional translation;
- Proven experience, at least for five year, in translating documents on social development topics (children rights, project management, right-based approach, etc.).

##### **Preferable:**

- Good understanding of NGO projects/work, especially child-focused projects; and
- Good interpersonal and communication skills.

#### Payment information

Full payment will be paid via the consultant's bank account after the completion of the work and the submission of payment request by the consultant as per SCI's requirements.

**The deadline for responses is: 1 Nov 2021**