

A hemisphere of opportunity. *For all.*

YOUTH FORCED RECRUITMENT EXPERT

TERMS OF REFERENCE

COOPERATION PROJECT COLOMBIA

1	<p>Background and justification</p> <p>PADF seeks to build a roster of qualified, experienced, and interested candidates in preparation for an anticipated project that will increase the quality and effectiveness of investigations, prosecutions, and adjudication of crimes of migrant smuggling, human trafficking and forced recruitment of youth by criminal organizations. For this task, PADF seeks to hire a subject matter expert in youth forced recruitment for criminal organizations.</p>
2	<p>Objective</p> <p>The general objectives of the project are:</p> <ul style="list-style-type: none"> ○ Assess Colombia’s investigation and prosecution efforts into migrant smuggling, human trafficking and youth forced recruitment, including institutional policies, strategies, and thematic stakeholder responsibilities. ○ Increase the capacity of the Colombian justice sector to investigate and prosecute national cases of migrant smuggling and human trafficking and those crimes of youth forced recruitment committed in Tumaco, Norte de Santander and Caceres/Caucasia effectively and efficiently. ○ Increase the capacity of the Colombian justice sector to seize and forfeit criminal assets used in or derived from migrant smuggling, human trafficking and youth forced recruitment effectively and efficiently. ○ Design and develop a detailed Monitoring, Evaluation and Learning plan.
3	<p>Responsibilities and activities of the international migrant smuggling and human trafficking expert</p> <ul style="list-style-type: none"> • Working as part of a specialist team of additional experts that will conduct a thorough assessment of the Government of Colombia’s response to youth forced recruitment that will: <ul style="list-style-type: none"> ○ Review prior assessments conducted on the topic. ○ Identify the main stakeholders involved in investigating and prosecuting such cases in Colombia and analyze their roles and responsibilities. ○ Identify the institutional features, challenges, and operational needs of justice sector institutions and other key Colombian government agencies or departments involved in efforts to detect and investigate these offenses. ○ Conduct an analysis on the procedural and legal challenges that could prevent investigations with compelling evidence from resulting in convictions. ○ Identify the specific gaps in current inter-agency working and information sharing. ○ Contribute to and advise on youth forced recruitment mapping in the three identified high priority areas and develop victim risk matrix concepts for offenses of youth forced recruitment.

	<ul style="list-style-type: none"> ○ Conduct a national caseload analysis review for identification of bottlenecks, best practice, and process flow trends from the period 2016 to the present date. ○ Analyze investigative policies and mechanisms for prosecution and adjudication of cases. ○ Conduct a review of Colombia’s current policy framework (including UN and OAS obligations) and bodies, their operations, efficacy, and efficiency with a focus on their interaction with justice sector actors, including revising prior and ongoing assessments on these matters. ○ Collect baseline data related to the methodologies of recruitment and risks that are utilized for both male and female youth. ○ Evaluate and assess the variables that affect offenses of youth forced recruitment and utilization of youth by organized crime and where convergence or divergence occurs. ○ Assess current investigative and prosecutorial standard operating policies and procedures (SOPPs) and respective challenges that prevent investigations from producing convictions in addition to capabilities, methodologies, and resources that prosecutors, investigators, and crime analysts use. ○ Conduct a review of other donors and organizations focused on improving the justice sector response to migrant smuggling and human trafficking and explain deconfliction efforts between those initiatives and this proposed project. ○ Provide a SWOT (strengths, weaknesses, opportunities, and threats) matrix analysis for the key Colombian law enforcement and youth support institution roles in combatting forced recruitment and utilization of youth by organized crime. ○ Produce an assessment report with a set of recommendations on how to address challenges to achieve efficient and successful investigations and prosecutions of such cases in Colombia within two months of the beginning of the contract.
4	<p>Candidate profile</p>
	<p>The successful candidate will possess a deep knowledge of youth forced recruitment and utilization by criminals, with an understanding of law enforcement issues including UN and OAS obligations and implementation of internationally recognized best practice and standards. He/she will also have extensive experience in working with governments and law enforcement agencies at a high level and across different ministries, on issues related to enforcement of laws relevant to this phenomenon. The candidate will also bring substantial analytical skills, and experience in delivering high quality diagnostic study reports to policy makers either nationally or internationally.</p> <p>The ideal candidate will also possess the following:</p> <ul style="list-style-type: none"> • An advanced university degree (Master’s degree or equivalent) in law, criminology, or social science (international relations, management, public administration, political science, or economics, etc.) or in a subject closely related. A first level university degree in similar fields in combination with five additional years of qualifying experience may be accepted in lieu of the advanced university degree. • Having previously published reports on youth forced recruitment and criminal utilization of youth on behalf of government institutions, international organizations, non-government organizations or academically. • A minimum of 10 years of work experience in the field of law enforcement, justice, or criminal policy, with experience in youth recruitment threats is required. • Professional experience in Latin America would be desirable. • Experience in developing training needs analysis to law enforcement authorities is desirable. • Fluency in English and Spanish.

	<ul style="list-style-type: none"> • Demonstrated sound judgment and team working skills. • Proven ability to provide high-level subject matter expertise on issues related to forced youth recruitment and utilization of youth by criminal organizations. <p>In addition to the foregoing qualities, the successful candidate will demonstrate strong organizational development and interpersonal skills as well as experience and comfort operating in a fast-paced, multicultural, and self-directed environment.</p>
5	Proposal Documents to Include
	<ul style="list-style-type: none"> a. Please attach your CV to demonstrate how you meet the minimum requirements. b. A cover letter that includes descriptions of similar projects or assignments, your daily/monthly rate for equivalent services (in USD\$), and at least three client references.
6	Term of the contract
	Estimated start date of contract: Late Summer/Early Fall, 2022. The contract will have a 3-month duration.
7	Submission Details
	<ul style="list-style-type: none"> c. Deadline. Proposals must be received no later than June, 30th 2022, 11:59 pm EST. Proposals must be submitted via email to bquintero@padf.org. All proposals are to be submitted following the guidelines listed in this Terms of Reference. d. Validity of the bid: 120 days from the submission deadline. e. Amendments. At any time prior to the deadline for submission of proposals, PADF may, for any reason, modify the Terms of Reference document by amendment which will be posted to the PADF website and/or communicated via email.
8	Terms and Conditions
	<p>Resulting Award This TOR does not obligate PADF to execute a contract, nor does it commit PADF to pay any costs incurred in the preparation or submission of the proposals. Furthermore, PADF reserves the right to reject any and all offers, if such action is considered to be in the best interest of PADF. PADF will, in its sole discretion, select the winning proposal and is not obligated to share individual evaluation results.</p> <p>Confidentiality All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals. PADF may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been awarded. PADF's evaluation results are confidential and applicant scoring will not be shared among bidders.</p>