

**TERMS OF REFERENCE  
CONSULTANT FOR CONDUCTING THE RESEARCH ON ECOLOGY TOPIC**

**Published on July 03<sup>rd</sup> 2023.**

**Duration of Assignment:**

Approximately for the period of 2 months (preferred start on 14<sup>th</sup> of July 2023), maximum of 5 working days within this period.

**1. BACKGROUND**

Supported by the Save the Children Kosovo and financed by SIDA, Domovik is implementing project “Joint efforts for improving child wellbeing” in partnership with Save the Children Kosova/o. As the majority of Domovik’s activities are focused on the wellbeing of children and youth, and the meaningful development of their abilities and skills, we are determined to be the leaders among the civil society organizations operating in this area.

Domovik was established in 2010 and is specialized to provide activities that concern physical and mental health, social and legal protection and education of children, youth, and members of vulnerable groups. Domovik is devoted to empowering people to influence the factors that affect their life quality.

The consultancy agreement will be focused on developing research reports on ecological topics with recommendations, which will test attitudes in the community, through a gender lens, providing relevant data for campaign development, and for monitoring, evaluation, accountability, and learning for future campaigns implemented by CLG. Research report should be developed in cooperation with CLG UM and Domovik organization.

**OBJECTIVE AND SCOPE**

The process of developing of research reports document should cover the following objectives:

1. Determining and defining the research topic in ecology area in cooperation with the CLG UM and Domovik;
2. Developing research methodology;
3. Creating a questionnaire on a specific ecology topic;
4. Conducting research with an adequate target group;
5. Communicating and cooperating with the CLG UM and Domovik;
6. Data analysis with production of report with recommendations;

It should be emphasized that all relevant documents, available at NGO Domovik, will be provided upon request of the consultant.

## **2. ROLES AND RESPONSIBILITIES**

### **3.1 Consultant:**

The consultant will be responsible for:

- Determining the topic and methodology for the research;
- Creation of questionnaire for research on the topic of ecology in cooperation with CLG and Domovik;
- Conducting data analysis and creating research reports with recommendations;
- Regular cooperation with Domovik and CLG.

### **3.2 Domovik:**

Domovik will have the responsibility for the overall management of the consultancy, and this will include the following:

- Reviewing and approving the proposed methodology, and providing feedback and guidance;
- Organizing informative meetings;
- Ensuring that Domovik management staff provide all necessary support;
- Providing technical and logistical support for conducting research;
- Monitoring the delivery of milestones.

## **3. KEY DELIVERABLES**

- Fully developed research report on ecology topic with recommendations;
- Consultant report with timesheet.

## **4. DURATION AND TIMEFRAME**

The contract of the assignment should be within the timeframe of 2 months (maximum of 5 working days within this period), preferable throughout the period starting from 14<sup>th</sup> of July 2023.

## **5. QUALIFICATIONS AND COMPETENCIES OF CONSULTANT**

- A minimum of three (3) years of experience in the field of ecology and research work;
- Advanced degree in ecology, environmental protection, biology or similar sciences.
- Excellent analytical, oral and written communication skills in Serbian and English;
- Strong interpersonal skills and the ability to communicate and work well with people of diverse backgrounds.

## **6. APPLICATION PROCEDURE**

Applications must be sent in English or Serbian and must entail the following:

- Expression of Interest and availability;
- CV;
- Expected remuneration, in the form of gross fee.

## **7. Zero tolerance for Sexual exploitation and abuse**

Domovik applies zero tolerance for Sexual exploitation and abuse. It is, therefore, required that the interested candidates read and understand the *Anti-harassment, intimidation, and bullying policy* and *Child Safeguarding Policy*.

The policies are available at [www.domovik.org](http://www.domovik.org) website, or through links: <https://domovik.org/wpcontent/uploads/2021/12/NGO-Domovik-politika-protiv-zlostavljanja-zastrasivanja-i-uznemiravanja.pdf>; and <https://domovik.org/wp-content/uploads/2021/12/Politika-za-zastitu-deteta.pdf>.

Expression of Interest clearly named as “CONSULTANT FOR CONDUCTING THE RESEARCH ON ECOLOGY TOPIC” can be submitted at the email address [office@domovik.org](mailto:office@domovik.org) or as a hard copy at the address Sutjeska bb,L1, Mitrovica North, before July 10<sup>th</sup>, 2023, 16:00 hours local time. Only short-listed candidates will be contacted.