

TERMS OF REFERENCE

CREATIVE AND ART WORKSHOPS WITH CHILDREN AND YOUNG GIRLS AND BOYS IN URBAN AND RURAL AREAS

Published 3 November 2023

Duration of Assignment:

Approximately the period of 2 month (preferred start on 13 November 2023), maximum of 6 working days within this period.

1. BACKGROUND

Domovik was established in 2010 in Mitrovica North. Domovik is profiled as an organization that conducts activities concerning the psychosocial and physical health, social and legal protection and education of children, youth, and members of vulnerable groups, and as an organization that seeks to help people understand the factors that affect their life quality.

In partnership with Save the Children Domovik is implementing activities aimed at reducing the impact of emergency situations on children and parents in northern Kosovo. The intervention includes emergency preparedness, anticipatory actions, and humanitarian response activities.

The primary objective of this TOR is to engage one consultant to organize creative workshops to help children and young girls and boys to express, understand, and improve their emotional status, reducing stress and anxiety.

2. OBJECTIVE AND SCOPE

The process of conducting six workshops and activities for additional support for early socialization and various forms of cognitive and motor stimulation for children aged 3 to 6 years should cover the following objectives:

- Meeting with Domovik's team to define the methodology of the consultancy.
- Defining the workshop agendas and preparing workshop materials.
- Conducting six workshops in Mitrovica, Zvecan, Leposavic and Zubin Potok rural areas
- Submitting consultant report upon completion of the assign

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

3. DOMOVIK ROLES AND RESPONSIBILITIES

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

- Reviewing and approving the proposed workshop documents
- Organizing informative meetings with the consultant, to define implementation timeframe and milestones
- Ensuring that Domovik management staff provide all necessary documentation
- Supporting the workshops process
- Monitoring the delivery of milestones

4. KEY DELIVERABLES

- Six workshops in Mitrovica, Zvecan, Leposavic and Zubin Potok rural areas
- Consultant's report (at the end of the assignment)

5. DURATION AND TIMEFRAME

The contract for the assignment should be within the timeframe of 2 months, a maximum 6 working days within this period preferably throughout the period starting from 13 November 2023.

6. QUALIFICATIONS AND COMPETENCIES

- Experience in working in civil society organizations dealing with early childhood development and social services for vulnerable groups and/or public institutions.
- Advanced degree in pedagogical, psychological studies, social sciences, humanities.
- A proven experience in working with preschool school children and young girls and boys methodological and/or other specific professional services.
- Extensive experience in facilitation different type of creative workshops with children's young girls and boys 3 to 6 years old
- Strong interpersonal skills and the ability to communicate and work well with diverse people.

7. APPLICATION PROCEDURE

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

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

8. PAYMENT INFORMATION

The payment will be processed as a single instalment upon the completion of the assignment and the approval of the consultant's report, based on an invoice submitted by the consultant.

9. Zero tolerance on Sexual exploitation and abuse

Domovik applies zero tolerance to 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 in the Programmes/Policies section of www.domovik.org website, or through links: <https://domovik.org/wp-content/uploads/2021/12/NGO-Domovik-politika-protiv-zlostavljanja-zastrasivanja-iuznemiravanja.pdf>; and <https://domovik.org/wp-content/uploads/2021/12/Politika-za-zastitu-deteta.pdf>

Expression of Interest clearly named as "*Creative and Art Workshops with children and young girls and boys in urban and rural areas*" can be submitted at the email address office@domovik.org or as a hard copy at the address Sutjeska bb, L1, Mitrovica North, before 10 November 2023, 17:00 hours local time. Only short-listed candidates will be contacted.