

TERMS OF REFERENCE
Provision of Training on Child Rights Monitoring and Child Rights Data Collection

Published on 27th March 2026

1. BACKGROUND

Domovik is Mitrovica North-based civil society organization, established in 2010. The organization is active in the fields of child rights and child protection and implements activities dealing with psychosocial support and healthcare, social and legal protection, education, and the overall well-being of children, youth, and members of vulnerable groups. Domovik actively analyses the needs of young people and their communities and promotes solutions and initiatives by developing programmes and projects fit for children.

Supported by the European Union Office in Kosovo Domovik is implementing project Strengthening Civil Society in Municipalities Populated with Non-majority Communities in Kosovo aims to enhance the quality of life for children and youth in municipalities with non-majority communities by strengthening the role of local NGOs as key actors in child rights and youth empowerment.

2. OBJECTIVE AND SCOPE

The objective of this assignment is to strengthen the knowledge and practical capacities of 15 Civil Society Organizations (CSOs) working in municipalities with non-majority communities in Kosovo in the area of child rights. The assignment is designed to support participating organizations in improving their understanding and practical application of child rights standards, monitoring frameworks, indicators, and evidence generation processes relevant for the protection and promotion of child rights at the local level.

More specifically, the assignment aims to enhance the ability of participating CSO staff to monitor the implementation of child rights using relevant international standards and monitoring frameworks, and to strengthen their practical skills in identifying, collecting, processing, and using child rights-related data for reporting, analysis, and advocacy. The two training programmes are conceived as complementary and mutually reinforcing, with the child rights monitoring component providing the normative and analytical basis for understanding child rights obligations and indicators, and the child rights data collection component strengthening participants' capacities to generate, organise, validate, and use evidence in support of monitoring and reporting processes.

The selected consultant or company will be engaged to deliver two interconnected in-person training programmes, each designed as a three-day training course, using a participatory, inclusive, and practice-oriented approach. The assignment does not include the development of the overall training methodology from the beginning, as Domovik has already developed the training methodology and the detailed curricula for both training courses. The selected consultant or company will therefore be expected to familiarise themselves with the training frameworks and materials provided by Domovik and to ensure high-quality delivery adapted to the profile of participants and the practical context of civil society organizations working in child rights.

The scope of this assignment includes the delivery of the following two training components:

Task 1: Child Rights Monitoring

The consultant or company will deliver a training programme on child rights monitoring aimed at strengthening participants' understanding of the normative and analytical foundations of child rights monitoring and their application in practice. The training will cover:

- Child Rights Standards embedded in the UN Convention on the Rights of the Child (CRC);
- Definition and division of human rights indicators.
- Child Rights Data Collection/Disaggregation.
- ECA Framework for child rights monitoring, including domains and subdomains.
- Reporting to the CRC Committee.

Through this training, participants are expected to strengthen their understanding of child rights monitoring standards and practice, including the ECA monitoring framework and contextualised indicators relevant to the local level, and to improve their ability to use indicators and data for reporting on child rights.

Task 2: Child Rights Data Collection

The consultant or company will deliver a training programme on child rights data collection aimed at strengthening participants' practical capacities to identify, collect, validate, process, and use child rights-related data in line with relevant standards and contextualised indicators. The training will cover:

- Normative Framework for Child Rights Data Collection.
- Identification of Data Sources.
- Data Collection Methods.
- UN/EU/National Statistics.
- Data storage.
- Data Processing.
- Data utilisation for reporting and advocacy.

Through this training, participants are expected to strengthen their knowledge of child rights data collection methods and practices, improve their ability to identify and cross-check relevant data sources, and enhance their understanding of how collected data can be processed and utilised for reporting and advocacy purposes.

Following the selection process, Domovik will share with the selected consultant or company the full curricula for both training programmes, the training methodology, and other relevant supporting materials necessary for implementation. In addition, Domovik will provide the detailed instrument and accompanying guidance for the Child Rights Data Collection training, developed by Domovik, to be used as part of the training delivery.

3. ROLES AND RESPONSIBILITIES

3.1 Consultant/Company:

The selected consultant or company will be responsible for the preparation and delivery of the assignment, ensuring high-quality and results-oriented implementation of both training components. Specifically, the consultant/company will:

- Review the methodology and course frameworks provided by Domovik for both training courses.
- Prepare and deliver both training programmes in line with the agreed thematic areas and learning objectives.
- Apply participatory, inclusive, and practice-oriented training methods.
- Facilitate interactive sessions, including presentations, discussions, case studies, group work, and practical exercises.
- Deliver pre- and post-training knowledge assessments.
- Coordinate with Domovik throughout the implementation of the assignment.
- Submit final report summarising the trainings delivered.

3.2 Domovik:

Domovik will ensure overall coordination, management, and quality assurance of the assignment. Specifically, Domovik will:

- Lead coordination and oversee the implementation of both training activities in line with project objectives.
- Manage the selection, contracting, and communication with the consultant/expert.
- Organise participants, venue, and scheduling of the trainings.
- Share with the selected consultant/company, after selection, the training methodology, full curricula for both training courses, and other relevant supporting materials necessary for implementation.
- Provide the detailed instrument and accompanying guidance for the Child Rights Data Collection training, developed by Domovik, to be used as part of the training delivery.
- Monitor progress and provide feedback during the assignment.

4. KEY DELIVERABLES

The consultant or company is expected to deliver the following:

- Delivery of one three-day training on Child Rights Monitoring.
- Delivery of one three-day training on Child Rights Data Collection.
- Implementation of pre- and post-training assessments for both trainings.
- Submission of a brief final report summarising the activities implemented.

5. DURATION AND TIMEFRAME

The assignment is expected to commence in the second half of April 2026 and to be implemented through two separate training courses, to be completed no later than 30 June 2026. For the selected consultant or company, a maximum of 8 working days will be required to deliver the assignment within the indicated timeframe.

6. QUALIFICATIONS AND COMPETENCIES OF CONSULTANT/COMPANIES

The consultant or company should meet the following minimum qualifications:

- Advanced university degree in social sciences, human rights, law, education, statistics, or another relevant field.
- At least 5 years of proven experience in the field of child rights, monitoring, data collection, research, or related areas.
- Demonstrated experience in designing and/or delivering training programmes for civil society organisations or similar target groups.
- Strong knowledge of international child rights frameworks, particularly the UN Convention on the Rights of the Child (CRC).
- Familiarity with child rights, monitoring frameworks and data collection methodologies.
- Strong facilitation and communication skills, with the ability to deliver participatory and practice-oriented training.
- Previous experience working with grassroots NGOs and/or vulnerable communities is considered an asset.

7. APPLICATION PROCEDURE

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

- Expression of Interest, including confirmation of availability and a brief technical approach /implementation note
- Portfolio/CV
- Financial proposal per working day, including the offer in the gross amount before legal deductions according to the legislation in Kosovo (for individuals).

Expression of Interest named “Provision of Training on Child Rights Monitoring and Child Rights Data Collection” can be submitted to the email address office@domovik.org or as a hard copy at the address Sutjeska bb, L1, Mitrovica North, before 3rd April 2026, 17:00 hours local time. Only short-listed candidates will be contacted.

8. ZERO TOLERANCE ON SEXUAL EXPLOITATION AND ABUSE

Domovik applies zero tolerance on 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 Programmes/Policies section of www.domovik.org web site, or through links: https://domovik.org/wp-content/uploads/2023/02/NGO-domovik-politika-protiv-zlostavljanja-zastrasivanja-i-uznemiravanja_2022.pdf and https://domovik.org/wp-content/uploads/2023/02/Politika-za-zastitu-deteta_2022.pdf.