



Terre des hommes

Helping children worldwide.

Call for e-Learning Platform and Course Developer (FOCUS PROJECT)

- Start date** 1 December 2020
- Contract** The contract will have a duration of 13 months for a total of 51 days
- Location** Remote – Service Agreement with Tdh Regional Office in Budapest, Hungary
- Eligibility** Contractor status: able to provide a VAT invoice and must be registered in Europe
- Deadline to apply** 22 November 2020 (*recruitment is on-going until the consultancy is filled*)

ABOUT TERRE DES HOMMES

Terre des hommes (Tdh) is the leading Swiss organization for children's aid. Since 1960, Tdh has helped build a better future for vulnerable children and their communities, making an impact with innovative and sustainable solutions. Active in around 40 countries, Tdh works with its own teams and/or local and international partners to develop and implement field projects which significantly improved the daily lives of over four million children and members of their communities in 2019, in the domains of health, protection, justice and emergency relief.

Through our Access to Justice programme, we encourage states in Europe to provide effective access to justice for children in contact with the law. We support the implementation of non-custodial measures for children and of stronger procedural safeguards. With our partners, we promote multidisciplinary need assessment and the use of restorative justice processes in cases involving children, either as victims or suspects/offenders. Through innovative methodologies, we engage with children to ensure that we understand their views. At regional level, we facilitate the sharing of best practices and learning, awareness-raising and advocacy for child-friendly justice. We also support the creation of the Barnahus multi-disciplinary service that provides care for child victims and witnesses of violence and abuse.

ABOUT THE FOCUS PROJECT

Tdh Regional Office in Hungary, in partnership with Child Circle, Belgium, Defence for Children-ECPAT Nederland, Child Rights Center Serbia, SAPI Bulgaria, Tdh Hellas and Tdh Romania, is leading the project "[Focus on my needs - Working together for children in criminal proceedings](#)" (January 2020 - December 2021). The project's main objective is to ensure that children in contact with the law, as victims and offenders, receive individualized care and have access to personalized support and responses by promoting the implementation of robust & multidisciplinary individual assessment practices, including through restorative justice processes. The project is funded by the Rights, Equality and Citizenship Programme of the European Union.

OBJECTIVE AND SCOPE OF THE CONSULTANCY

The FOCUS project aims at building knowledge, capacities and skills of justice professionals about standards and practices in the use of multi-disciplinary individual assessments. To achieve this purpose, a technical interface & a training manual needs to be developed to support the professionals in the process of conducting systematic multidisciplinary individual assessments with children.

Tdh is seeking a platform developer to:

- a) **Develop the technical learning platform and**
- b) **Develop the e-learning course based on the existing training materials.**

The consultancy will take place in three phases:

Phase I: Development of the platform: technical interface

Phase II: Outlining the content of the technical interface and the e-learning course platform/s.

Phase III (ongoing): Maintenance and ongoing support on the online platform/s

PHASE I: Development of the technical learning platform

Terre des hommes has developed a learning platform called [Child Protection Hub](#) that has very similar functionalities as the current request. The current platform should be thus developed in DRUPAL and eventually the two portals should be linkable for resource sharing purposes. More details will be decided in the planning meeting between the developer, the experts and FOCUS focal point. The developed platform will allow a variety of visuals and tools including videos, different forms of exercises, animated presentation, interesting visuals following the information sharing.

The technical learning platform will be an online environment, with key features for professionals to assist them in developing and conducting multidisciplinary individual assessments processes for children. The developed platform seeks to offer the following key features:

- ❖ Consult **Checklists** of required steps to conduct multidisciplinary individual assessments with child victims and child suspects and/or accused of crime;
- ❖ **Standard forms/questionnaires/documents** to conduct multidisciplinary individual assessments with children;
- ❖ Engage with other professionals in thematic **discussion fora like coffee corners**;
- ❖ Explore **toolkits** about child justice, including restorative justice, child-friendly communication techniques; child justice; etc;
- ❖ Consult **legal and policy framework documents**, including international and local legal provisions about child justice and particularly about individual assessment;
- ❖ Access a **database** of relevant literature and resources about multidisciplinary individual assessments, including reports and findings from European projects and research on individual assessment with children
- ❖ Access **FOCUS project materials and documents**, which are validated in the course of the project.

The Developer will therefore be responsible for:

1. Developing a platform (an **online workspace**) hosted under the www.justicewithchildren.org platform, in order to connect the professionals to a wider network of child justice stakeholders
2. Allowing the platform, initially available in English, to have plug-ins to allow translating the content and interface in local languages (Dutch, Bulgarian, Serbian, Romanian and Greek)
3. Ensuring that the platform can offer access to the key features mentioned above

PHASE II: Development of the e-learning course platform based on the training manual

This phase consists of the development of a Moodle-based LMS or **adaptation of Tdh's existing LMS** to host e-learning courses that are based on a training manual that will have been developed within the project and to embed this into the justice portal.

The FOCUS project will include the provision of an e-learning course for professionals aimed at developing knowledge, addressing attitudes, improving skills and developing work habits in relation to individual assessments of the needs of children in criminal proceedings. The training manual which constitutes the base of the e-learning course, will be composed of 5 modules. The modules would each include 3-4 online sessions for participants, individual learning material, readings, links to useful resources, etc.

The Developer will be responsible for:

1. The technical development of the e-learning course and the integration of the LMS into the existing www.justicewithchildren.org platform. Possibly this LMS should be linked to the [ChildHub Academy](#) also in order to be able to share e-learning courses back and forth.
2. Making the translated contents available in the online course once they will be validated and finalized in the local languages (Dutch, Bulgarian, Serbian, Romanian and Greek)
3. Integrating in the final versions of the technical interface and the e-learning course the results of the piloting phase of project's tools on the individual assessment
4. Setting up the online course as a self-paced online training
5. Providing the products that are compatible to moodle and the technology used should be genuine.
6. Source code for the e-learning modules and all its facets should be transferred to Tdh

In addition, the Developer will be asked to provide overall technical IT guidance to the project core team and participate in the relevant meetings to advice on project progress.

PHASE 3: Maintenance and ongoing support on the online platforms

The developer will provide an "after service support", for maintenance and follow up support to the online platform/s during the duration of the service agreement with Tdh.

EXPECTED DELIVERABLES

All deliverables should be produced the latest by 30 November 2021. The expected deliverables are the following:

Deliverable 1 - 1st draft of the technical interface and tools by 31 January 2021

Deliverable 2 - Final version of the technical interface by 30 April 2021

Deliverable 3 - Final version of the e-learning course by 31 August 2021

Deliverable 4 - Report of after service support by 30 November 2021

CONTRACTOR PROFILE

- At least 5 years' experience working in computer programmer/developer and LMS platforms
- Demonstrable IT skills with a strong portfolio
- Experience working in the Europe context
- Capacity for rigor and precision
- Ability to uphold high standards under pressure and with tight deadlines
- Flexibility, availability and adaptability

Helping children worldwide.
Допомога дітям в усьому світі.
Aide à l'enfance.
Kinderhilfe weltweit.
Aiuto all'infanzia.

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BUDGET AND RESSOURCES

The contractor is required to submit a financial offer, clearly indicating the total costs for this assignment, **based on a daily rate**. Prices should be expressed in EUR, based on a total amount of no more than 51 days required to carry out the service. Prices should include **inclusive of all expenses**, the daily fee and the charges, taxes that will be incurred by the Contractor in fulfilment of his/her obligations. It shall also include the fees for possible technologies costs necessary for the setting up of the required platforms. The financial offer does not need to include costs related to travelling and/or meeting with partners.

The payment will be issued in three installments:

- one installment upon signature of the agreement
- one installment upon conclusion and final approval of the technical interface and the e-learning course
- one installment at the end of the agreed period for “after sales service”

TO APPLY

Qualified applicants are requested to submit:

1. **An updated CV in English**
2. **A Cover Letter in English**
3. **A portfolio with samples of similar previous work published, in particular showing your experience in developing CMS platforms**
4. **An outline with a proposal to conduct this work, including a suggested timeline for the performance of the work for a period of 13 months.**
5. **A Financial offer**

Please send the complete documents package to: **mariana.diallo@tdh.ch** and **orinda.gjoni@tdh.ch**. Please include “FOCUS call for LMS e-learning platform developer “, your name and surname in the subject line of the application email.

Incomplete applications will not be taken into consideration.

Applications will be analyzed by three evaluators and final scores will be given, using the following criteria and ratio: 70% for quality of the proposal (proven experience/skills, timeframe and quality of portfolio) and 30% as the financial offer (price/daily rate).

Child Safeguarding Policy: *To commit to respect Tdh Risk Management Policies including: Child Safeguarding Policy, Safety and Security Policy and Anti-Fraud/Corruption Policy, Whistle Blowing Policy.*

Gender & Diversity Policy: *To commit to respect Tdh Gender & Diversity Policy.*

Due to an anticipated high number of applications, Tdh is not in a position to respond to every applicant individually. Please note that only short-listed candidates will be contacted for the first interview.