Terms of Reference for the selection of consultant
Handbook on the Protection and Assistance of Vulnerable Migrants

Background

Trafficking in persons (TIP) is a severe violation of individual freedom and dignity. Victims suffer coercion and exploitative treatment, including sexual and labour exploitation, begging, involvement in criminal activities, or organ removal. The International Labour Organization (ILO) estimates that 20.9 million people are subject to forced labour globally, which also includes victims of human trafficking. TIP is a lucrative enterprise providing traffickers with profits of around USD 32 billion per year (second only to drugs trade).\(^1\) Smuggling of migrants (SOM) is a crime primarily affecting State sovereignty, but also affecting individuals, who may be exposed to severe rights abuses at some stage of the process. Smuggled migrants are vulnerable to life-threatening risks: thousands of people have suffocated in containers, perished at sea or died of thirst in deserts. It is difficult to quantify precisely smuggling flows around the world, given that activities take place mostly underground. IOM estimates that over 60,000 migrants have died or gone missing on sea and land routes worldwide since 1996 and that an estimated 5,400 migrants died or were recorded as missing in 2015.\(^2\) UNODC estimates that each year as many as 300,000 African migrants try to reach Europe without appropriate documentation; there is a critical lack of information available about other regions in the world, although evidence points to the potential scope of South-South intraregional movements of smuggled migrants.\(^3\)

Virtually every country in the world is affected by TIP and SOM, whether as a country of origin, transit or destination for victims trafficked or migrants smuggled by profit seeking criminals. While in recent years considerable work has been undertaken by international organizations, non-governmental organizations and States to prevent and address TIP and SOM, a number of key challenges in the response to those crimes still persist. Besides addressing poverty, oppression, lack of human rights, lack of social or economic opportunity, dangers from conflict or instability and similar conditions as well as lack of livelihood opportunities that are fuelling the perpetration of trafficking and smuggling, additional efforts are needed to address the lack of accurate data and research, the lack of strategic planning and policy, inadequate legal frameworks to combat human trafficking and migrant smuggling in line with international requirements, ineffective criminal justice sector response and weak institutional capacity, limited regional and trans-

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regional cooperation, and inadequate assistance and support to victims of trafficking and protection of the rights of smuggled migrants, especially children.

The Global Action against Trafficking in Persons and Smuggling of Migrants is designed to address these gaps. Specifically, the objective of the Global Action project is to prevent and address trafficking in human beings and the smuggling of migrants by assisting selected countries in developing and implementing comprehensive national counter-trafficking and smuggling responses and strengthening their capacities to efficiently address these issues and the inter-linkages between them, including at transnational level and in cooperation with the civil society.

The Global Action is funded by the European Union and implemented by the United Nations Office on Drugs and Crime, in partnership with the International Organization for Migration (IOM) and the United Nations Children’s Fund (UNICEF). IOM is responsible for assisting beneficiary countries to develop assistance and support programmes for victims of trafficking and to protect the rights of vulnerable migrants such as smuggled migrants, and for the development of global standards and frameworks on assistance to vulnerable migrants.

Nature of the consultancy

The objective of this consultancy is to facilitate the development of the IOM Handbook on Protection and Assistance for Vulnerable Migrants. This Handbook will draw on and expand on the information, standards, and procedures established in the IOM Handbook on Direct Assistance for Victims of Trafficking. The Handbook will articulate a comprehensive framework for analyzing migrant vulnerability and identifying vulnerable migrants in need of immediate assistance. This framework will conceptualize the vulnerability of individual migrants and groups of migrants on the basis of the interaction of the individual, family, community, and structural factors that increase or decrease risks of violence, exploitation, abuse, trafficking, and/or violations of their rights. The Handbook will guide practitioners on processes of identifying and referring vulnerable migrants, and for developing and implementing assistance and protective services that directly address the vulnerable migrant’s specific vulnerabilities in order to facilitate sustainable recovery from violence, exploitation, abuse and/or violations of rights.

Under the direct supervision of the IOM Project Manager, the consultant will be responsible for gathering inputs to the Handbook from existing literature, through consultations with protection and assistance actors, and from a Group of Experts that will be established to provide technical inputs and guidance into the development of the Handbook.

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Tasks to be performed

1. Conduct a literature review to identify existing frameworks, standards, practices, and guidelines on protection and assistance to vulnerable groups including vulnerable migrants.
2. Identify key informants (e.g., IOM Regional Thematic Experts, UNODC and UNICEF programme partners, representatives of governments, other relevant UN agencies, service provision organizations, civil society representatives, academics, etc.) and conduct interviews to gather additional information on protection and assistance practices and lessons learned.
3. Provide recommendations to the Project Manager on the composition of the Group of Experts.
4. Assist in the development of agendas and facilitation materials for Group of Expert meetings; assist the project team in the conduct of the Group of Expert meetings; and prepare meeting reports summarizing key inputs and action points.
5. Draft the Handbook, taking into account written and verbal inputs provided by key informants and members of the Group of Experts.
6. Prepare Handbook for publication, including editing the final version of the document in line with IOM’s Style Guide and Spelling List.
7. Respond to queries from IOM’s translation and publications units, and providing inputs to the layout process.

Deliverables and payment schedule

1. Literature review document (not exceeding 20 pages) describing existing frameworks, standards, practices, and guidelines on protection and assistance to vulnerable groups including vulnerable migrants.
2. Document (approximately 10 to 20 pages) describing key informants consulted, key inputs, and key issues identified to be addressed in the Handbook.
3. List of recommended members for the Group of Experts and contact details.
4. Agendas and facilitation materials for approximately two Group of Experts consultation meetings and two workshops. Updated table of contents for the Handbook, taking into account findings of the literature review and inputs from key informants, with a brief description of the contents for each section.
6. Final version of the Handbook addressing final inputs from the Group of Experts and the project team and edited in line with IOM’s Style Guide and Spelling List.
7. Record of timely responses to queries from IOM’s translations and publications unit as they prepare the document for layout, translation, and publication.
Qualifications and required competencies

- Have a postgraduate degree in social work, international relations, social sciences, development studies or a related field.
- 10 years professional experience on protection, direct assistance, case management, and/or social work, ideally with some of this experience being within a migration context.
- Have a good understanding of migration issues, in particular migrants’ rights and migrants’ protection mechanisms.
- Experience with a governmental and/or non-governmental organizations is an advantage.
- Good knowledge of English (written and spoken). Knowledge of French is an advantage.
- Analytical skills as well as communication skills with a wide array of actors.

Interested candidates should send their CV as well as a methodological note to the following address GloAct@iom.int indicating in the subject of the email “Handbook on the Protection and Assistance of Vulnerable Migrants” by 15 October 2016.

Only selected candidates will be contacted.