



Offenders rehabilitation center

Ministry of Justice

Republic of Armenia

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**Terms of Reference (ToR)
For International Consultant**

Title: International Consultant
Project Title: Towards enhancing children's access to justice in Armenia
Organization: Offenders' Rehabilitation Centre, Non-Commercial State Organization of the Ministry of Justice
Location: Yerevan, Armenia (including visits to provinces)
Reports to: Programme Manager
Tent. Starting Date: 5 August 2015
Contract Duration: Between 5 August and 15 December 2015

I. Background

Every child might one day come into contact with the civil, criminal or administrative justice system as victim, witness and offender or for other reasons such as care, custody or protection. Children involved with justice systems that are not child-friendly, can be subject to manifold restrictions or violations of their rights.

While the situation of juveniles in conflict with the law has improved in recent years, there are still many gaps, particularly with regard to children in contact with civil and administrative processes, as well as child victims and witnesses of crime.

Armenia is currently undergoing a major legal reform process, which includes the revision of the Criminal Code, Criminal Procedure Code and Penitentiary Code. Previous legislative analyses, as well as recommendations from international Human Rights instruments have pointed out shortcomings in the criminal legislation related to children's rights that need to be addressed in the ongoing and upcoming revision process.

The country also lacks an appropriate data collection mechanism on children in conflict with the law and child victims and witnesses. For governments to rightly assess the situation and trends of the juvenile justice system, coherent and comprehensive data regarding children in conflict with the law, as well as child victims and witnesses of crime, is required. The need for systematically collecting disaggregated data is also necessary for the development, implementation and evaluation of policies and programs aiming at the prevention and effective responses to juvenile delinquency.

While legal procedures in Armenia sometimes include specialized provisions for children, many justice professionals simply lack the capacity of working with children in contact with the law, sometimes even becoming an obstacle for them, which in the worst case can result in children's secondary victimization, as well as in breaching children's fundamental rights.

To tackle above mentioned issues the '*Offenders Rehabilitation Center*', in close collaboration with UNICEF in Armenia, will support the Ministry of Justice and other stakeholders in revising the legislation, conducting capacity building activities, as well as assessing the data collection and management process and developing an action plan for establishing a coordinated and comprehensive data collection system on children in conflict with the law.

II. Purpose of the assignment

The Offenders' Rehabilitation Centre is looking for an **international consultant** to support the implementation of some of the outcomes included in the project, namely:

- Analysis of primary and secondary legislation related to juvenile justice with the goal of bringing it in line with international child rights standards;
- Development of an action plan on establishing a database on children in conflict with the law and child victims and witnesses of crime.

It is envisaged that national experts will support and closely cooperate with the international consultant for conducting below tasks/deliverables.

III. Description of the assignment

1. *Analysis of primary and secondary legislation related to juvenile justice with the goal of bringing it in line with international child rights standards;*

Tasks	End Product/deliverables	Deadline
1. Desk review (including policies, national laws (including drafts), secondary legislation, action plans, country-specific work programmes, progress reports, etc.)	- Analysis and recommendations based on the revision of the criminal legislation, the Law on Treatment of Arrestees and Detainees and other <u>relevant</u> secondary legislation, including policy papers and action plans.	September, 2015

Note: The desk review will be supported by a national expert, who will conduct a primary analysis and present juvenile-related legislative provisions, as well as policies to the international expert. The national expert will be also responsible for drafting legislative/policy provisions based on the international expert's recommendations.

2. *Development of an action plan on establishing a database on children in conflict with the law and child victims and witnesses of crime.*

Tasks	End Product/deliverables	Deadline
1. Consult with national expert(s) and provide methodology for the field work /needs-assessment focusing on mapping of the current data management situation regarding juveniles;	- Consultations with national expert(s) and provision of methodology for needs assessment.	Mid August
2. Assess the data collection/management process regarding juveniles including the needs assessment's results and develop recommendations for indicators and their precise definitions;	- Evaluation of needs assessment focusing on system mapping, including data gaps on juvenile justice-related indicators conducted and relevant indicators and their precise definitions based on the " <i>UNICEF/UNODC Manual for the Measurement of Juvenile Justice Indicators</i> " and other relevant tools developed.	September - October 2015
3. Develop an action plan on improving the data collection process and on establishing a unified database/information collection strategy with regard to children in conflict with the law as well as child victims and witnesses of crime;	- Action Plan developed.	November - December, 2015
4. Conduct a stakeholders' workshop and present the report's key findings and recommendations, as well as share best practices.	- Workshop conducted.	December, 2015

Note: A national expert will closely work together with the international expert and conduct the field work based on the international expert's provided methodology. The national expert will closely coordinate and support the international expert in all field missions, provide relevant information and materials. It is envisaged that the international expert will conduct two country visits: a field mission (tent. end of September) to assess the data collection process by conducting

interviews with main stakeholders, as well as one final mission to present the outcomes of the action plan.

IV. Terms of the application

Interested candidates are requested to express their interest to the “Offenders’ Rehabilitation Center” of the Ministry of Justice of Armenia by sending an email to gayane.hovakimyan@justice.am and anahit.khachatryan@justice.am **by 30th of July 2015** specifying:

- Brief methodology they intend to use in implementing the assigned tasks;
- A workplan for the completion of the assigned tasks;
- The professional fee requested to complete the assignment;
- CV.

V. Required Skills, Experiences, and Competencies for international expert

- Advanced degree in relevant field, preferably law, criminal justice.
- Minimum 7 years of relevant work experience in the field of juvenile justice and the protection of children’s rights
- Experience in developing, defining, and evaluating data and indicators
- Previous experience drafting action plans in the juvenile justice and/or child protection fields
- Ability to build local capacities and work as a team leader
- Capacity to provide input in a timely manner
- Excellent analytical and report writing skills, presentation and facilitation skills
- Proficient knowledge of English, knowledge of Russian is an asset
- Previous knowledge and/or prior relevant assignment to Armenia or the Caucasus region are assets