



Annex 2 - TERMS OF REFERENCE

Version 2

1. **Duty Station of the Consultancy:** Agadir
2. **Duration of Consultancy:** 9 months
3. **Nature of the consultancy:**

Category B Consultancy: National Consultant

Provide on-the-ground organization, coordination and implementation of Urban Diagnostic Tool project in coordination with international consultant (who will generally be outside of Morocco) and with IOM staff and local authorities (who will be operating in Agadir and Rabat). This will include organization of multiple meetings, survey sessions, roundtables and presentations, participation in creation of key documents and outputs, and ongoing communication with local actors, IOM staff and consultants.

4. **Project Context and Scope:**

IOM is part of the United Nations system, as a related organization. IOM supports migrants across the world, developing effective responses to the shifting dynamics of migration and, as such, is a key source of advice on migration policy and practice. The organization works in emergency situations, developing the resilience of all people on the move, and particularly those in situations of vulnerability, as well as building capacity within governments to manage all forms and impacts of mobility.

The project "Supporting the Municipality of Agadir in Promoting Migrant Integration in Morocco" is designed to enhance the Municipality of Agadir's efforts in migrants integration through a comprehensive, evidence-based strategy. Centered on Agadir, the project entails conducting an analysis of integration needs of migrants and executing pilot initiatives to tackle identified challenges. A crucial component of the project is the implementation of the Urban Diagnostic Tool (UDT), playing a pivotal role with its innovative approach, and intentions to extend its application to other Moroccan cities and beyond.

With this project, IOM aims to assist the Municipality of Agadir as well as relevant local actors to identify gaps

in long-term integration in the urban area making use of an innovative tool, the Urban Diagnostic Tool (UDT), and accordingly to identify concrete initiatives and assist with their implementation.

Overall, this pilot project will contribute to supporting the integration of migrants in Agadir by assisting the municipality and its relevant local actors in addressing integration challenges and gaps through the use of the UDT that aims at identifying migrants' needs as well as challenges faced in their integration, and support the services addressing those needs to improve their support through community and government-led initiatives in the municipality.

5. **Organizational Department / Unit to which the Consultant is contributing:**

Migration, Development and Governance Unit

6. **Category B Consultants: Tangible and measurable outputs of the work assignment**

Under the overall guidance of the project manager, and in close coordination with the international consultant, the consultant is expected to undertake the following activities in order to support the implementation of the Urban Diagnostic Tool in the Municipality of Agadir :

1. **Participate in session of online training in application of Urban Diagnostic Tool** with international consultant/IOM staff. Consultant will gain an understanding of the operation and proposed implementation of the UDT and the nature and requirements of each task in the process. **Duration: Two weeks.**
2. **Produce a mapping of stakeholders:** This will be a comprehensive inventory list of actors, organizations and authorities, including relevant individuals within those bodies, who have authority over / ability to make interventions in the districts under study in Agadir. This will include offices in local/regional/national government departments, NGOs, charities, other civil-society organizations, faith communities, local industries, migrant/ethnic/national organizations, etc. This task will involve 1) interviewing migrant community leaders in Agadir to determine actors who influence their district; 2) interviewing key actors in the region, with goal of determining full slate of actors with influence over district; 3) in coordination with international consultant, producing the inventory document.
3. **Organize three multi-stakeholder roundtables** in Agadir involving key figures identified in the mapping of stakeholders. One meeting with migrant-community representatives, one with CSOs/NGOs/etc, one with local/regional/national government authorities with jurisdiction within the districts under study. The purpose of these meetings will be to inform the inventories actors of the purpose and goals of the forthcoming survey exercise, and to gauge the range of viable interventions that could be delivered as an outcome of the exercise.
4. **Assist in design of survey questionnaires.** With international consultant, put together a selected list of targeted questions, drawn from the master template list of potential questions, in the five targeted areas: Physical and Spatial, Institutional, Economic and Employment, Citizenship and Inclusion, Resilience

and Climate.

5. **Co-organize and oversee administration of questionnaires.** The questionnaires will be administered, using interviews/focus-group meetings, to targeted groups of migrants, by IOM or local teams. Consultant responsible for organization and scheduling, outreach and advertising, selection of venues etc.
6. **Tabulate questionnaire results** for preparation of monitoring framework. Assist international consultant in sorting and tabulating survey results into relevant categories with goal of identifying salient results relevant to potential interventions.
7. **Produce draft Monitoring Framework.** In collaboration with international consultant, produce a presentation document that uses the questionnaire results to identify potential interventions in the five topic areas, as potentially deliverable by organizations/bodies identified in inventory.
8. **Organize a concentration workshop.** This workshop in Agadir will bring together the stakeholders identified in the inventory mapping, in which IOM staff/international consultant will present the UDT results and select pilot initiatives from the potential interventions identified in the monitoring framework.
9. **Prepare a call for proposals.** In collaboration with IOM staff and international consultant, turn the potential interventions identified in the UDT process into a formal call for proposals.
10. **Organize a workshop to present the results of the project.** After proposed initiatives are partially or fully contracted and underway, organize an event in Agadir to present results to stakeholders and other interested parties.

1. **First deliverable** – Mapping of Agadir stakeholders, A concept note, agenda, and a workshop report. - First instalment payment (25% of overall contract value) Deliverable by email by **15 July 2024**
2. **Second deliverable** – Report on the Analysis of Questionnaire Results et Monitoring Framework. – Second instalment payment - (25% of overall contract value)- Deliverable by email by **30 November 2024**
3. **Third deliverable**- Call for proposals Third instalment payment (25% of overall contract value) **Deliverable by email by 31 December 2024**
4. **Final deliverable** –final report – Fourth and Final instalment payment (25% of overall contract value) - Deliverable by email by **28 February 2025**

7. **Performance indicators for the evaluation of results**

Performance assessment will be based on the deliverables per the agreed timelines and an assessment of the quality of deliverables will be conducted during all stages of assignments.

8. **Education, Experience and/or skills required**

1. Fluency in English, French, Arabic.
2. Detailed firsthand knowledge of, and/or experience working in, Agadir and Souss-Massa.

3. Good understanding of migration issues, in particular migrants' rights and migrants' protection;
4. Experience with West African and Sub-Saharan communities.
5. A minimum of six years' experience in organizing roundtables/concentration workshops and dialogues for practitioners and government officials
6. Postgraduate degree in social work, international studies, law, political or social sciences, development studies, education, or a related field from an accredited academic institution;
7. Ideally but optionally, some experience with urban affairs, municipal administration and local authorities in urban centres, or with informal settlements

9. **Travel required**

Yes

10. **Competencies**

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action-oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.