



Annex 2 - TERMS OF REFERENCE

Version 2

1. **Duty Station of the Consultancy:** The consultant will primarily work from their designated duty station, collaborating in person with AMO staff in Rabat. They may need to travel to the African Union headquarters or other locations for meetings or workshops related to the consultancy. Participation in relevant workshops and meetings is expected.
2. **Duration of Consultancy:** 7 months (from 1st August 2024 to 28th February 2025)
3. **Nature of the consultancy:** The consultant will have to empower AMO with enhanced governance knowledge, capacity development, AU standardized terminology, and improved data collection frame

4. **Project Context and Scope:** *[Add in details about the project and all relevant information to note]*

In an era where African migration significantly influences socio-economic landscapes on the continent, the African Migration Observatory (AMO) was established to improve the African Union's decision-making process by leveraging data and knowledge. To carry out its mandate, AMO recognizes the need to address the multifaceted challenges and opportunities associated with migration for the African continent. This involves enhancing migration governance frameworks, developing targeted policies, and ensuring that decision-making is backed by comprehensive, accurate data. By doing so, AMO aims to harness the potential of migration to contribute positively to regional development and integration, supporting the African Union's broader goals of prosperity and peace across the continent. The Observatory exists to support and guide African countries in developing effective migration policies by serving as a centralized and unified source of data and strategic migration analysis.

Recognizing the importance of informed and effective migration governance and legal frameworks, AMO is committed to enhancing these structures to fully leverage the benefits of migration. This is achieved by strategically focusing on providing expert guidance, mapping governance, advancing capacity-development initiatives, developing an essential glossary, and integrating specific migration-related inquiries into national surveys.

One key component of these efforts is the creation of an Africa-specific glossary of migration terms and concepts. This glossary addresses the continent's unique migration dynamics, reflecting its diverse cultural, economic, and political contexts. Such a glossary enhances the relevance and effectiveness of migration discourse, policymaking, and governance by incorporating region-specific nuances, aligning with African policy frameworks, and respecting cultural sensitivities. It empowers African nations and Regional Economic Communities (RECs) to take ownership of the migration narrative, and to produce it by fostering improved collaboration and innovative solutions tailored to Africa's distinct challenges and opportunities in migration management. This tailored approach not only ensures consistency in migration terminology across the continent but also reinforces Africa's voice and perspective in the global migration dialogue. These efforts aim to enrich the data landscape, strengthen policymaking, and anchor migration governance in comprehensive, accurate information, thereby facilitating migration's positive impact on regional integration across the continent.

In this framework, the Regional Development and Protection Programme North Africa (RDPP NA) - co-financed by the European Union and the Ministry of interior of Italy through IOM - aim at enhancing the collection, analysis and dissemination of information on African migration and migrants. IOM will support the availability of up-to-date evidence-basis for informed policies and responses, through a scaling up of its assistance to AMO. Therefore, IOM and AMO are launching this consultancy.

The objectives outlined in these Terms of Reference (ToRs) aim to empower AMO with enhanced governance knowledge, capacity development, AU standardized terminology, and improved data collection frame. The consultant, in direct supervision of AMO Director, will:

1. Focus on analyzing practices, and policies to identify key policy issues related to human mobility in Africa and examine examples of good practices in migration governance, thereby contributing to the enhancement and refinement of AMO's strategies and initiatives.
2. To (1) assist AMO capacity-development programmes to elevate the expertise of AMO's stakeholders working on migration governance. And (2) Carry out ad hoc tasks regarding capacity-development that may be entrusted to him/her by AMO Director.
3. To establish an AU harmonized glossary, compile a comprehensive glossary of migration-related terms based on global migration standards to ensure consistency and clarity across communications and documentation, thereby enhancing the African narrative on the matter.
4. To (1) Assist in enhancing programmes of capacity building based on the lessons learned roadmap from the pilot capacity development activities carried out by AMO. (2) Assist AMO in the integration of targeted migration-related questions into AU member State National surveys by creating a standardized migration module.

5. Organizational Department / Unit to which the Consultant is contributing: *(including Project Name and Code)*

Under the RDPP programme, the consultant will work closely with the Migration, Development and Governance

(MDG) Unit, the protection Unit and will work under the direct supervision of the AMO director.

Select one and delete the other [Tasks – Category A Consultants; or Outputs – Category B consultants]

6. Category B Consultants: Tangible and measurable outputs of the work assignment *(with realistic delivery dates)*

At the end of the consultancy mission the consultant shall submit the following deliverables:

- A comprehensive report outlining Key Policy Issues and Good Practices in Migration Governance in Africa.
- AU standardized migration-related terms (Glossary) for the continent.
- A lessons learned roadmap based on AMO's pilot capacity building programmes.
- A standardized migration data module designed for inclusion in surveys.

The Consultant could also carry out ad hoc tasks that may be entrusted to him/her by AMO Director.

The consultant will report to the Director of the African Migration Observatory while maintaining close coordination with the IOM data focal point.

7. Performance indicators for the evaluation of results

The consultant will utilize a primarily qualitative research methodology, as suggested by AMO, which could include and not limited to: desk reviews, interviews, surveys, participatory workshops, focus groups, direct observation, and case study analysis. The consultant remains open to incorporating quantitative data to enrich the understanding of where it adds value, ensuring a large view of the subject matter. Additionally, a continuous feedback mechanism with AMO Director will be maintained to ensure that the findings and recommendations remain aligned and pertinent to AU's and AMO's objectives.

The consultant's compensation will be linked to four major deliverables to be completed by the end of the consultancy period. These deliverables are:

1. **Satisfactory periodic reports** submitted and validated by AMO director.
2. **A comprehensive report outlining Key Policy Issues and Good Practices in Migration Governance in Africa:** A detailed report mapping migration governance across the continent, outlining needs, achievements, indicators, good practices, and potential recommendations.
3. **AU/AMO Glossary of Terms related to migration and mobility:** A comprehensive glossary manual detailing key migration-related terms to standardize and harmonize language within the AU, RECs and African Member states.
4. **Roadmap** aimed at enhancing the capabilities of national statistical departments. And a **Standard migration module.**

The AMO Director will validate the completion of each period and deliverables, which will serve for invoicing and payment processing by IOM.

8. Education, Experience and/or skills required

- Proven experience in of evaluations in middle and low-income settings using robust research designs, including surveys, questionnaire design, data analysis, project monitoring;
- Proven track record of working with migration departments and capacity-development activities;
- Strong conceptual and research skills with the ability to think strategically and rapidly analyse and integrate diverse information from varied sources into conclusion and recommendations;
- Excellent working knowledge in MS Office and especially Word and Excel;

- Ability to work independently in a multi-task, multi-deadline and multi-cultural environment;
- Excellent organizational and prioritization skills and setting goals ;
- Familiarity with the continent's context, the African Union (AU), and migration themes is mandatory ;
- Languages: Fluency in English and French. Arabic is an advantage.

Selection process will focus on:

- Understanding of the subject and objective of the consultancy
- Experiences and competencies on Migration
- Technical and financial proposals based on the framework proposed by AMO.
- AU languages

DOCUMENTS TO BE SUBMITTED

Consultants are required to submit an application that outlines their approach and plan for achieving the consultancy's objectives. The submission should include:

1. **Curriculum Vitae (CV) with relevant experience(s)**
2. **Technical and financial proposal clearly outlining the proposed methodology and approach for the project**

9. **Travel required**

The consultant maybe required to travel to interact with key stakeholders and collect qualitative data (and quantitative data if needed, asked or required), to AMO HQ in Rabat and other relevant AU bodies (i.e., AU Commission, STATAFRIC, etc.). Such travel is vital for thorough analysis and the success of the consultancy's objectives.

Note: Travel plans must align with IOM's and AMO's travel policies to ensure ethical and goal-aligned activities. AMO Director will approve these plans, facilitating the consultant's access to essential entities and ensuring that engagements are consistent with the consultancy's aims.

10. **Competencies**

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences. Encourages diversity and inclusion.
- **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.
- **Courage:** demonstrates willingness to take a stand on issues of importance.
- **Empathy:** shows compassion for others, makes people feel safe, respected and fairly treated.

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 actions and delegated work.
- **Communication:** encourages and contributes to clear and open communication. Explains complex matters in an informative, inspiring and motivational way.