

Terms of Reference

Consultancy for the Capitalisation of GIAI Learning on Victim and Survivor-Centred Practice

1. Background

About the Global Initiative Against Impunity

The Global Initiative Against Impunity for International Crimes and Serious Human Rights Violations (GIAI) is a civil society-led initiative of eight organisations, the Secretariat of the Coalition for the International Criminal Court (CICC) and two associate partners. Co-funded by the European Union, the Consortium endeavours to strengthen the global response to serious crimes and human rights violations, ultimately promoting a culture of accountability and respect for human rights worldwide.

[GIAI](#) has generated substantial experience, methods, and reflection through its work on victims' rights, survivor engagement, accountability processes, and support to affected communities. As part of the capitalisation process, partners have identified a number of products related to victim and survivor-centred practice. These include learning on survivor-centred processes, designing survivor-led events, meaningful survivor and victim participation, justice and reparations processes, and gender transformative approaches in formal and informal justice.

These materials and lessons are valuable, but currently remain dispersed across partners and formats. The consortium therefore wishes to engage **a consultant to organise it into a coherent and practical toolkit, divided by key areas of work.**

The assignment is intended to help articulate more clearly how GIAI partners work with victims and survivors in practice, what principles underpin this work, what challenges and tensions arise, and what lessons may be useful both internally and for people and organisations working with a victim and survivor-centred approach in justice.

2. Purpose of the consultancy

The purpose of the consultancy is to capitalise GIAI learning on victim and survivor-centred practice and translate it into practical knowledge products.

The consultant will be expected to develop a practical toolkit. The idea behind this assignment is to produce a more structured reflection on what this practice looks like, how it has been implemented, and what can be learned from it.

3. Scope of work

The consultant will work under the supervision of the GIAI Secretariat (the GIAI Programme Coordinator, with the support of the GIAI MEAL Officer) and in coordination with the GIAI consortium members.

- Develop a practical, user-friendly toolkit that curates and organises existing partner materials and learning into a coherent and accessible format for external audiences.
- Draft and edit toolkit content, including thematic guidance, illustrative examples, practical considerations, and references to relevant partner tools.
- Present the draft toolkit at a validation workshop and incorporate feedback into the final version.
- Prepare a short briefing note summarising the main lessons learned, key issues, and recommendations.

4. Deliverables

The consultant will be expected to produce the following deliverables:

Deliverable 1. Creation of Toolkit on the GIAI victim and survivor-centred practices, in direct consultation with the GIAI programme coordinator, MEAL officer, and Consortium members.

Deliverable 2. Presentation and validation of the toolkit at a workshop with the Consortium members.

Deliverable 3. A briefing note summarising the main learning, key messages, and options for use or dissemination

5. Methodology

The consultant should propose a qualitative and practice oriented methodology that builds primarily on existing materials and accumulated partner experience. The assignment is not expected to involve a large scale research exercise. It should focus on reviewing available documentation, consulting relevant partners, comparing approaches and lessons across products, and facilitating collective reflection in a structured and useful way.

6. Duration

A duration of **maximum 15 working days within the period of September – November 2026**, depending on the final scope.

7. Fees

Up to 7000€.

8. Required qualifications

- Advanced degree in human rights, international law, transitional justice, international affairs, or another relevant field.
- At least 5 years of expertise in victim and survivor-centred approaches, ideally in the fields of international justice, accountability, human rights, or transitional justice.

- Proven experience in capitalisation, qualitative synthesis, knowledge management, and the development of practical guidance, toolkits, or other learning products.
- Previous experience documenting best practices, lessons learned, and operational challenges in complex programme or advocacy settings.
- Strong understanding of ethical and safeguarding considerations, including do no harm principles, in work involving victims and survivors.
- Strong facilitation skills, including experience designing and leading consultations, workshops, or learning exchanges with multiple stakeholders.
- Excellent analytical, drafting, and communication skills in English. Other languages (French, Spanish or Arabic) would be an asset.
- Experience working with civil society organisations, and multi-partner initiatives is desirable.

9. Application process

Interested consultants should submit by 21 August 2026 to TdrGIAI0726@fidh.org:

- CV
- Financial proposal
- A short approach note of no more than 2 pages (the note should go beyond restating the ToR), explaining:
 - the proposed logic for synthesising learning across partner materials;
 - how reflection would be facilitated and possible differences across partner perspectives be managed
 - how to ensure that the final product is practical, accessible, and useful
 - any anticipated risks or challenges and how they would be addressed
- Two relevant work samples such as a toolkit, guidance note, synthesis paper, capitalisation product, training module, or methodological note developed by the consultant
- Two references