



إعلان استقطاب خبير محلي

تطوير الخطة الاستراتيجية للمركز الوطني لحقوق الإنسان 2025-2029

يُعلن المركز الوطني لحقوق الإنسان عن رغبته باستقطاب خبير محلي لتطوير الخطة الاستراتيجية للمركز للأعوام (2025-2029) تهدف إلى تفعيل دور المركز في حماية وتعزيز حقوق الإنسان بما يتوافق مع المعايير الدولية لحقوق الإنسان والاتفاقيات والمعاهدات التي التزم بها الأردن، وتحقيق أهداف التنمية المستدامة من منظور حقوقي. تستند هذه الخطة إلى ولاية المركز المنصوص عليها بقانونه رقم (51) لسنة 2006 وتعديلاته والدستور الأردني، وتتضمن تحديد الأولويات والأهداف الاستراتيجية وخطط العمل التشغيلية لوحدها التنظيمية. علاوة على بناء قدرات موظفي الأمانة العامة في إعداد الخطة الاستراتيجية.

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المركز الوطني لحقوق الإنسان
The National Centre for Human Rights



Terms of Reference for Engaging a Local Expert

**To Develop the Strategic Plan for the National Center for Human Rights for the
Years 2025–2029**

September 2024

Introduction:

The National Center for Human Rights began its work in 2003 as an independent national institution concerned with human rights issues, under the provisional Law No. (75) of 2002. This law was approved by the Parliament in 2006, becoming a permanent law (Law No. 51 of 2006 and its amendments). The Center carries legal personality with financial and administrative independence and has full autonomy in conducting intellectual, political, and humanitarian activities related to human rights. The Center was founded based on the Paris Principles regarding the mandates, responsibilities, and independence of national human rights institutions.

The Center is led and governed by a Board of Trustees, which is responsible for setting the general policy of the Center, approving its annual work plan, reviewing, and endorsing the annual report, approving the draft general budget and final accounts of the Center, and issuing the necessary regulations for managing the Center, its branches, and its committees, including those related to administrative and financial matters. The Board also supervises the various activities and functions of the Center in the field of human rights.

The Center holds full membership and is accredited with an "A" status from the Global Alliance of National Human Rights Institutions (GANHRI), the Asia Pacific Forum of National Human Rights Institutions (APF), and the Arab Network for National Human Rights Institutions, which further motivates the Center to fulfil its assigned tasks and responsibilities in protecting and promoting human rights and maintaining its standing.

For the purpose of preparing the strategic plan for the years (2025-2029), the Center, in collaboration with the Danish Institute for Human Rights under the Memorandum of Understanding, seeks to recruit a local expert to develop the strategic plan, which will contribute to assessing the Centre's capabilities for the upcoming phase.

Scope of Work

General Objective:

Develop a strategic plan covering the years 2025-2029 aimed at enhancing the role of the Center in protecting and promoting human rights in alignment with international human rights standards and the treaties and conventions to which Jordan is committed. The plan will also aim to achieve the Sustainable Development Goals (SDGs) from a human rights perspective. This plan is based on the mandate of the Center as stipulated in its Law No. 51 of 2006 and its amendments, as well as the Jordanian Constitution. It includes the identification of priorities, strategic objectives, and operational plans for its organizational units for the year 2025. In addition to developing and building the capacity of NCHR staff.

Key Activities and Main Areas of Focus:

- a.** Review and analyse all relevant documents, reports, and studies related to the task.
- b.** Conduct meetings and organize necessary workshops with the Board of Trustees, Board Committees, Center officials, and partners.
- c.** Conduct comparative studies of strategic plans from similar human rights institutions to benefit from and be guided by international best practices suitable for the Jordanian context and the nature of the Center's work in developing the strategic plan (at least two institutions/strategic plans).
- d.** Develop the Center's strategic plan for the years 2025-2029, which should include the following:
 1. Executive Summary
 2. The vision and mission of the Center, or the desired impact (vision) and the statement of change (mission) if adopting the Theory of Change approach in preparing the strategic plan.
 3. An analysis of the current state of human rights in Jordan in light of the Center's role and tasks, including challenges and opportunities, as well as the internal analysis of the Center regarding strengths and areas for improvement (SWOT).
 4. The strategic objectives for the Center's work for the years 2025-2029, in line with the Center's main priorities for the upcoming phase, ensuring that the objectives are clear, measurable, and highly efficient.

Annex I: An annual operational plan for the year 2025 for the Center's organizational units, including sub-goals, programs, activities, responsible parties, required resources, timelines, estimated costs, baseline, key performance indicators, and more.

Annex II: A Monitoring, Evaluation, Accountability, and Learning (MEAL) mechanism to enable the Center to track progress, ensure continuous improvement, and sustainability.

Annex III: A risk management plan for the Center, including the identification of potential risks and the establishment of mitigation or response procedures to ensure the Center's resilience and adaptability to future challenges

Annex IV: A partnership matrix to enhance collaboration and achieve shared goals.

Annex V: A Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis of the Center,

The consultant should also ensure that the strategic plan uses specialized terminology within the strategic plan text, as approved in the context of human rights and strategic planning.

The assignment will be carried out in coordination with and through the technical support from both key staff at the Center and the Danish Institute for Human Rights. To this end, the consultant, the Center and DIHR will collaborate to:

- Develop initial **recommendations** based on a desk to review of key internal documents (list to be provided).
- Develop a detailed **Work Plan** for the consultancy that includes:
 - Project phases, including the stage of submitting draft outputs and final outputs, scheduling meetings with board committees and centre officials, and organizing a retreat with the Board of Trustees to discuss the final draft of the plan.
 - Scheduling **Consultative Sessions** with partners from official institutions, civil society organizations, and supporters to gather feedback on coordination mechanisms and expectations from the centre in the coming years.
- Agreement with the expert on the methodology to be adopted for developing the strategic plan, such as the **Theory of Change methodology**.

Expected Outputs:

- **Strategic Plan** for the center for the period (2025-2029).
- **Operational Work Plan** for the organizational units for the year 2025.
- **Monitoring, Evaluation, Accountability, and Learning (MEAL) Program** to track and evaluate progress and achievement of the strategic plan objectives and annual operational work plans, including monthly, quarterly, and annual report templates.
- **Final Report**.

Required Qualifications:

- A minimum of 10 years of professional experience, with specialized expertise in strategic planning and evaluation.
- A bachelor's degree in administrative sciences, with a preference for a Master's degree in Strategic Planning or a related field.
- High-level communication skills, presentation skills, and the ability to write reports with a high degree of professionalism.
- Experience in the field of human rights.
- Time management skills and precision in work.

Language:

- Proficiency in both English and Arabic.

Location/Duration:

- Jordan - Amman. The expected duration to complete the final version of the strategic plan is three months.

Payment Terms:

- Payment will be made to the expert upon approval and delivery of the project outputs, according to a timeline that will be mutually agreed upon.