

**Scope of NPA Consultancy Services:
Researcher (French-speaking) for the Mine Action Review Project (2024)**

Norwegian People's Aid is seeking a fluent French and English-speaking Researcher for the Mine Action Review project (www.mineactionreview.org) in 2024.

Contract: Approximately 44 days of consultancy in 2024, between February to November with the bulk of the work between April to August. The initial contract is for 2024, but NPA may consider establishing a long-term consultancy agreement.

Remuneration: To be agreed based on applicant's tender bid. The tender value submitted should include a daily rate for the full and total financial sum for the consultancy services described. The consultant is responsible for his/her own registration, taxes, insurance, pension and health care, and all other work-related expenses. Any Mine Action Review-related travel, as approved by the Project Manager of Mine Action Review, will be covered by NPA.

Location: Preferably London or Geneva based, but flexible.

Description of consultancy services to be undertaken: The successful candidate will be responsible for conducting research and analysis on contamination, survey, and clearance of anti-personnel mines and cluster munition remnants for the following portfolio of affected countries: Burkina Faso (landmines), Cameroon (landmines), Chad (landmines and cluster munition remnants), Democratic Republic of Congo (landmines and cluster munition remnants); Guinea-Bissau (landmines); Mali (landmines); Mauritania (landmines and cluster munition remnants); and Niger (landmines). In addition, the consultant will also monitor the landmine situation in Mozambique and the Central African Republic.

Research will include collating and analysing information from multiple stakeholders (including national authorities and mine action centres, demining organisations, United Nations agencies, and other expert organisations) through comprehensive questionnaires, correspondence, and interviews; conducting desk research; and drafting the respective *Clearing the Mines 2024* and *Clearing Cluster Munition Remnants 2024* country reports for the abovementioned portfolio of countries.

The consultant will work in close coordination with colleagues in the Mine Action Review team, in particular the Editor and Project Manager, and will also provide assistance translating relevant mine action documents from French to English (and vice versa), as and when required.

This role is a consultancy position for approximately 44 days' work between February to November 2024, with the bulk of the work between April to August. The timeline for the consultancy services will be developed and agreed between the consultant and NPA as part of the consultancy contract, and the consultant should be available to start as soon as possible.

Person Specification

The successful candidate must possess and be able to demonstrate experience in:

- Exceptional written and verbal skills and fluency in both English and French. Proficiency in Arabic and Portuguese is also desirable, but not essential.
- Excellent communication skills with the ability to liaise effectively and professionally with a range of external stakeholders (military, diplomatic, UN, civil society etc.) across multiple countries and cultures.

- Strong research and analytical skills, both quantitative and qualitative, with the ability to accurately interpret information from a variety of sources and present findings in a clear and concise reporting format.
- Exceptional attention to detail and an appreciation of the importance of reporting and reflecting data accurately.
- Outstanding time management, with the ability to prioritise tasks and work according to tight deadlines with keen attention to detail. Must be able to work independently.
- A graduate/postgraduate qualification in a relevant social science.
- Experience in and understanding of the humanitarian and political parameters underpinning global humanitarian mine action is desirable.

Please note successful applicants will need to provide two professional references.