

SC-PR-37 Terms of Reference (ToR) -ALB 2025 0207

Call for 2(two) Roma Community mediators on providing services to Roma children/parents in Municipalities of Tirane & Gjirokaster.

26-06-2025

Terms of Reference (ToR)

Background on Save the Children

Save the Children is the leading global independent organisation for children. Save the Children believes every child deserves a future. Around the world, we work every day to give children a healthy start in life, the opportunity to learn and protection from harm. When crisis strikes, and children are most vulnerable, we are always among the first to respond and the last to leave. We ensure children's unique needs are met and their voices are heard. We deliver lasting results for millions of children, including those hardest to reach.

We do whatever it takes for children – every day and in times of crisis – transforming their lives and the future we share.

Our vision: A world in which every child attains the right to survival, protection, development and participation.

Our mission: To inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Our values: Accountability, ambition, collaboration, creativity and integrity.

We are committed to ensuring our resources are used as efficiently as possible, in order to focus them on achieving maximum impact for children.

Background information/context

The project “Roma Children Learn, Reducing Barriers for Education and Development” proposes to build a model based on children's right perspective and address the issues of access, enrolment and participation on quality Early Childhood Care Development (ECCD) and primary education for both Roma boys and girls to exercise their rights for quality inclusive education and support their parents/families equally share community life and promote Roma culture in the neighbourhoods of Tirana and Gjirokastra.

This project is part of the “EU Regional Action for Roma Education: Increased Education Support and Opportunities for Roma Students in Western Balkans and Turkey (RARE) phase II”, funded by European Union (EU) and Roma Education Fund (REF Romania)."

The project “EU Regional Action for Roma Education: Increased Education Support and Opportunities for Roma Students in the Western Balkans and Turkey (RARE), phase II” is funded by the European Commission through the Directorate-General for Enlargement and the Eastern Neighbourhood and is implemented by REF Romania and REF Serbia.



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The project responds to one of the main priorities in the current National Strategy for Education of the Ministry of Education and Sports that states “pre-university education system are ensuring quality education, full participation to ensure inclusiveness and equal access for all children of the age group in preschool and compulsory education, improving the infrastructure of schools and kindergartens according to standards, reducing the number of students per class, training teachers, equipping schools with science laboratories and computers”. Roma children and their families in the selected regions will benefit from access and participation to quality learning opportunities, and enhanced capacities of educational institutions to implement inclusive education principles and also supportive family and community childcare practices. Additionally, there will be increased public awareness of the value that Roma traditions and language bring to enriching national culture. To ensure that Roma children have an equal start in ECCD and successful transition to primary education, the project’s intervention will address the issues below:

- 1) Roma children access and enrolment to Early Childhood Education (ECD) and successful transition to Primary School Education (PRI).
- 2) Supporting Roma children learning outcomes and promoting Roma Language and Culture through increased capacities of pre-primary and primary teachers.
- 3) Empowering local communities and institutions to overcome barriers like cost, institutional challenges, and cultural obstacles to access quality education.

Objective

In the framework of the project “**Roma Children Learn, Reducing Barriers for Education and Development**”, “Save the Children in Albania is looking for 2 (two) Roma community mediators who will be responsible on providing daily ECCD services to Roma children/parents, respectively one per each Municipality (Tirana & Gjirokastra),

Location and official travel involved

Roma Cultural mediators will carry out the assignment in Tirane (Shkoza Area) & Gjirokaster (Zinxhiraj)

Services the Supplier will provide

The expected results of the consultancy include:

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- Identification of Roma children 3-6 years old and those attending basic education and support their families to access and facilitate enrolment in primary and ECD in Tirana (Shkoza area) and Gjirokastrër (Zinxhiraj community)
- Organizing quarterly meetings with child protection municipality workers to discuss identified cases and report progress according to the plan for each identified child/family.
- Support Roma families to overcome barriers related with civil registration, health and education.
- Collect data on Roma children disaggregating them by gender and age.
- Organizing awareness raising activities with parents to gain understanding of the importance of preschool to improve quality of preventive care including the need for immunizations and check-ups; to build trust between communities and early childhood education and care institutions.
- Providing parenting sessions throughout the period of project implementation in each Roma community

Experience and skill set required

The *applicant* should have the following qualifications to address effectively and timely the specific requirements of this assignment:

- Be part of Roma Community - 35 points
- Previous experience working with children -15 points
- Good reference/reputation from the Roma community leaders - 25 points
- Previous experience working with Roma community and their families in similar projects - 25 points

Expected Deliverables

SCI expects the following deliverables to be provided:

Deliverable Number	Deliverable Title	Description	Format and Style
1	Submission of written report on activities in the end of each month	Monthly report will be prepared by the community mediators at the end of each month.	Word Document to be provided to Save the Children project staff

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2	Submission of timesheet in the end of each month	Monthly timesheet	Excel Document to be provided to Save the Children project staff
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Timeline

Estimated Commencement Date:11-07-2025

Estimated End Date:31-08-2025

Deliverable Number	Deliverable Title	Submit To	Delivery Date
1	Submission of written report on activities in the end of each month	Save the children team	31-08-2025
2	Submission of timesheet in the end of each month	Save the children team	31-08-2025

Out of Scope

N/A

Status updates/reporting

Monthly progress update

Acceptance

Deliverable 1 – Submission of written report on activities in the end of each month. Deliverable 2 – Submission of timesheet in the end of each month

General assumptions and dependencies

Save the Children appointed staff will ensure the following: Provide all necessary documents and SCIA resource materials. Provide supervision and guidance during the activities. Provide logistic and materials needed.

Payment information

The cultural mediators is expected to work half day from 01 July 2025 – 31 August 2025. The payment will be made every month based on SC policies out of which 15 % of gov taxes, upon receipt of the report and timesheet for the relevant period by the cultural mediator. The Fees are inclusive of all costs, overheads and expenses, including travel, subsistence and accommodation.

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The Fees are inclusive of all costs, overheads and expenses, including travel, subsistence and accommodation.

Other important information

N/A

How to apply for the services

The service provider is expected to submit a proposal, including:

Interested candidates can send their CV, expression of interest, and relevant documents in one e-mail to info.albania@savethechildren.org or submit hard copy at Save the Children's offices within 3 July 2025 by 17:00pm. Only selected applicants will be notified

The deadline for responses is: 03-07-2025

The application should be submitted within **03-07-2025** in a closed envelope at the following address:

Application for Save the Children in Albania National Office Rr. Mihal Popi, Ndertesa 7, ish Pallatet 1 Maji, Vila "Lami"; P.O. Box 8185, Albania

Or through e-mail at: info.albania@savethechildren.org; Subject: Call for 2(two) Roma Community mediators on providing services to Roma children/parents in Municipalities of Tirane & Gjirokaster.

The award criteria consist of the following:

Criteria	Description	Score
1	Be part of Roma Community.	35
2	Previous experience working with children.	15
3	Good reference/reputation from the Roma community leaders	25
4	Previous experience working with Roma community and their families in similar projects.	25
TOTAL SCORE		100

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