

Terms of reference

Consultancy: Research specialist, Monitor Impact research team

Location: Home-based

Contract period: 5 July to 17 December 2021 (negotiable)

[Equivalent of up to 16–20 days per month]

Deadline for applications: 4 June 2021, at midnight, CET

The **International Campaign to Ban Landmines – Cluster Munition Coalition (ICBL-CMC)** seeks an experienced and motivated consultant to undertake research for the Landmine and Cluster Munition Monitor initiative.

Note: Not all unique aspects of the job are covered by this job description. Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

The consultant will work as part of the Impact research team and be supervised by the Impact research team leader. The consultant will be coordinated and accountable to the Monitor Editorial Manager and ICBL-CMC Director. Work will be conducted in adherence with the Monitor 2021 production schedule.

Tasks of the research specialist will include:

Research and drafting

- Research, draft, and update an agreed portfolio of up to 30 country profiles on the impact of mines, cluster munitions and explosive remnants of war (ERW) and efforts to address the impact. This includes information on casualties, contamination, survey, clearance, risk education, and victim assistance;
- Provide the Landmine and Cluster Munition Monitor with complete draft country profiles and respond to cross-checking and editing of data within agreed timelines;
- Conduct desk research and undertake research with country-relevant actors, including but not limited to national mine action authorities, mine action centers, mine action operators, UN programs and agencies and others working on issues of mine, cluster munition and other ERW casualties, contamination, survey, clearance, risk education, and victim assistance;
- Liaise with in-country researchers in selected countries to collect supplementary research, including by cross-checking information as required;
- Send draft country profiles to selected actors for comment;
- Support the research and drafting of the impact overviews of Cluster Munition Monitor 2021 and Landmine Monitor 2021;

Quantitative and qualitative analysis and data processing

- Systematize and summarize key data and findings and prepare draft findings;
- Provide assistance in cross-referencing and updating the unique casualties, contamination, clearance, risk education and victim assistance database including excel data entry and converting data to other formats for entry;
- Fact check and location check quantitative and qualitative reporting;
- Review annual global data and findings on the impact of cluster munitions and landmines, cross-checking with sources, draft country profiles, and draft overviews;

Necessary capacities

- A Master's degree or higher in political science, international development, international relations or other relevant fields;
- Demonstrated strong research experience: At least 5 years' experience in qualitative research on mine action/development/human rights;
- Excellent writing and editing skills in English;
- Keen attention to detail: ability to produce clear, concise high-quality written research reporting on tight deadlines;
- Excellent and proven communication and interpersonal skills with a wide variety of multi-cultural, multi-lingual groups and stakeholders;
- Strong computer literacy including experience with questionnaire formats, databases and Microsoft Office products;

The ideal candidate will have the following profile:

- Familiarity with relevant multilateral and international instruments and frameworks;
- Experience working with or in international relations, civil society, and the UN system and other international organizations in the mine action sector;
- A commitment to a rights-based approach, and demonstrated interest in and knowledge of the rights of mine/ERW survivors and persons with disabilities;
- An innovative, critical thinker with extensive problem-solving skills;
- Able to keep colleagues informed and discuss feedback;
- Ability and sensitivity to interact with ease with a wide range of people, including survivors and indirect victims of conflict, operators and service providers, mine action centers, and government and ministry officials;
- Ability to identify, research, analyze, and effectively communicate complex issues in a rigorous and efficient manner;
- Experience drafting short and long texts including both: multi-country analysis on thematic issues including mine action, human rights, and development.
- Advanced language skills in Arabic, Russian, or Spanish.

Landmine and Cluster Munition Monitor

Landmine and Cluster Munition Monitor (“the Monitor”) provides research and monitoring for the International Campaign to Ban Landmines (ICBL) and the Cluster Munition Coalition (CMC). The Monitor is an innovative initiative by the ICBL-CMC to monitor implementation of and compliance with the treaties, and more generally to assess the efforts of the international community to resolve the landmines, cluster munitions, and explosive remnants of war (ERW) problem.

The Monitor is a civil society monitoring mechanism for the treaties and an essential tool in holding governments accountable to their legal obligations and political commitments.

The Monitor has conducted neutral and independent research on landmine, cluster munition, and ERW issues since 1999. The initiative produces reports with information on cluster munition and mine use, production, trade, stockpiling, contamination, casualties, clearance, risk education victim assistance, and support for mine action. *Landmine Monitor* and *Cluster Munition Monitor* reports are seen as the most comprehensive source of information on matters related to the treaties and addressing the impact of mines, cluster munitions, and other ERW. The Monitor also produces thematically relevant country profiles, fact sheets, briefing papers, and infographics, in addition to maps and tables on thematic issues.

Research for the Monitor is undertaken by researchers and editors well-respected for their expertise and the impartiality of reporting. The Monitoring and Research Committee (MRC) ensures the accuracy of the Monitor.

About the ICBL-CMC

The ICBL-CMC is a global civil society network dedicated to putting an end to the suffering caused by antipersonnel landmines and cluster munitions.

We seek to prevent all use, production, and trade of these weapons, and to ensure stockpiles are destroyed. We call for efficient clearance of all landmines, cluster munitions and explosive remnants of war; and we want to see the fulfillment of victims' rights and needs. The best way to reach these goals is to ensure the universal adherence to, and implementation of, the 1997 Mine Ban Treaty (MBT) and the 2008 Convention on Cluster Munitions (CCM). To this end, we monitor, analyze, and report on the progress of these two instruments.

ICBL-CMC members, including survivors and victims of landmines and cluster munitions, take action in some one hundred countries. We work in an inclusive manner with NGOs and individuals committed to helping reach our goals. We believe in the impact of a coordinated and flexible network of NGO expertise.

The ICBL received the Nobel Peace Prize in 1997 for its work to bring about the Mine Ban Treaty.

Contracting and Remuneration:

Payment and financial compensation will be subject to location and experience.

ICBL-CMC is an equal opportunities employer. We welcome applications from qualified candidates, and we offer fair treatment to all current and potential employees/contractors/interns regardless of their gender identity, gender expression, sexual orientation, sex characteristics, race, age, disability, ability, economic status, national origin, religion, ethnicity, and historical, cultural and geographic experiences.

Please send a cover letter and CV by 4 June 2021 to jobs@icblemc.org.