Terms of Reference for an Expert on Insurgency Transformation (Contract for Consulting Services)

1. Consultancy Description

The consultant will work in close collaboration with a case expert and the Berghof Foundation team, to produce a comparative written analysis of insurgencies transforming into state actors.

2. Main Tasks and Responsibilities

In close coordination with the Berghof Foundation team the consultant’s tasks may include but are not limited to:

- Desk research on the subject of insurgencies transforming into state actors (SSR, international relations, governance, accountability, dealing with the past, etc.);
- Collaborating with a case expert on structuring their relevant input and analysis;
- Producing a comprehensive comparative written analysis combining desk research as well as case study information provided by the case expert.

In addition to the above list, the Berghof Foundation reserves the right to request deliverables not explicitly mentioned in the above list of tasks, but related to the scope of the service contract.

3. Scope of the Service Contract

The duration of the envisioned contract for independent services is from 15 September 2023 to 31 November 2023. The work load will consist of a total of 10 days.

4. Qualifications

The consultant shall have to fulfil the following criteria:

- Extensive knowledge in areas relevant to the task outlined above;
- Practical professional experience on the ground in conflict contexts working on topics relevant to the outlined subject area;
- Experience in areas of research and written analysis;
- Excellent written and spoken English skills.

5. Excluding Criteria

- Indication of bias;
- Lack of qualifications;
- Not the right field of expertise;
- Research but no practical experience;
- Geographical constraints;
- Lack of technical skills like the use of technology and software required for data analysis;
- Commitment and interest in the subject area.

6. Application Procedures

The applicant must submit the following documents to Berghof Foundation at procurement@berghof-foundation.org until 7 September 2023:
- A cover letter (in English)
- A detailed CV including a track record of previous experiences and professional capacity
- A suggested daily rate in EUR

The evaluation of the applications will be based on the information provided. For more information, please write to procurement@berghof-foundation.org.