



Title	<i>Synthesis of climate vulnerability and capacity of landless and land-poor in the Mekong Delta</i>
Project title	CARE - Integrated community-based adaptation in the Mekong Delta (ICAM); Oxfam - Partnership for equitable Resilience to the impacts of climate change of Coastal communities in deltas of Vietnam (PRC) ¹
Location	Home-based - with travel for the national consultant
Duration	20 days for the national consultant and 12 days for the international consultant
Reporting to	Climate Change Disaster Risk Reduction Team Leader – CARE Vietnam, OXFAM Programme Manager for Building Resilience

I. Background

CARE International is a leading humanitarian organization working for global poverty reduction and social justice by empowering women and girls. CARE’s vision is of a world of hope, tolerance and social justice, where poverty has been overcome and all people live in dignity and security. Since 1989, CARE has worked in most of Vietnam’s 64 provinces and cities, providing more than 200 development projects. Today, CARE in Vietnam continues to deliver humanitarian assistance in times of crises, but primarily focuses on ensuring long-term positive change for marginalized groups, especially women, by tackling underlying causes of poverty, vulnerability and social injustice.

Oxfam is recognized as one of the leading international non-governmental organizations, especially in rural development, disaster risk reduction and humanitarian response, civil society development, ethnic minorities, and women’s empowerment. Oxfam has been working in Vietnam since 1955, when a first humanitarian grant was made. After several decades of supporting humanitarian responses, Oxfam started to focus on development work in the late 1980s. Oxfam works with communities, the government, civil society organizations and other NGOs to promote equity, human development and economic well-being through social and economic change.

Integrated Community-based Adaptation in the Mekong (ICAM) Project - CARE

In order to support vulnerable communities in the Mekong Delta Region (MDR) adapt to the emerging climate change effects and improve their resilience, CARE Vietnam is implementing the *Integrated Community-based Adaptation in the Mekong* (ICAM) Project in An Giang and Soc Trang provinces, from August 2012 until June 2015. Funded by the Australian Department of Foreign Affairs and Trade (DFAT), the project is specifically targeting the most vulnerable such as women, landless, land-poor and ethnic minorities through achieving the following three expected outcomes: (1) Communities and local authorities have improved capacity to undertake gender-sensitive analysis and planning for community-based adaptation (CBA) and disaster risk reduction (DRR); (2) Improved community resilience through the implementation of sustainable, community-level, integrated CBA and DRR interventions that benefit vulnerable people, particularly women; and (3) A strong evidence base and strengthened civil society provide a foundation for the scale up of community-based, equitable and gender-sensitive adaptation in the MDR.

¹ For details on the projects, including the designs: <http://aid.dfat.gov.au/aidissues/climatechange/Pages/cbccag.aspx>



Partnership for equitable Resilience to the impacts of climate change of Coastal communities in deltas of Vietnam (PRC) - Oxfam

The overall objective of this project, funded by DFAT, is to increase the resilience of 51,000 of the most vulnerable people, especially women, living in coastal communities affected by the impacts of climate variability, change and disasters. Specifically, the project aims to reduce risk and improve the livelihoods of people that are poor, landless or land-poor, disabled and women-headed households, in 31 targeted coastal communes in the Red River and Mekong River Delta to the impacts of climate change by: (1) raising the awareness of vulnerable people and empowering them to work with local authorities to integrate their particular needs for CCA and DRR into local level management and development plans; (2) increasing livelihood and eco-system resilience of the most vulnerable people in the targeted coastal communes; (3) ensuring that project learning contributes to improved community-based CCA, DRR and natural resource management practice and policy in Vietnam.

In order to achieve the outcomes mentioned above, both projects have placed a strong emphasis on supporting landless and land poor undertake climate risk and vulnerability analysis² and identify and carry out different agriculture and non-agriculture, on- and off-farm climate resilient livelihood options³. Throughout these efforts, it became clear that temporary or permanent rural-rural and rural-urban migration or labour mobility is a viable and essential adaptation option for this group, as part of their broader livelihood strategies, and that access to climate information and participation of landless and land poor in risk assessment and planning is key.

In response to a need for evidence on what adaptation means for landless and land poor⁴ and contribute to the goals of documenting project lessons learned, CARE and Oxfam are seeking 2 consultants (1 national and 1 international) to conduct a desk-based **synthesis of lessons learned on climate vulnerability and capacity of land less and land poor in the Mekong Delta, in particular women**, from the ICAM, PRC and other relevant projects. The synthesis will also include detailed **recommendations to inform future resilience programming and policy**.

The target audience is Government and non-Government policy makers, practitioners and researchers working on CC and DRR in Vietnam and the region. Vietnamese policy makers are the first priority for advocacy.

II. Scope of work

Although both consultants are responsible for different tasks and deliverables, they are strongly encouraged to collaborate on the entire work package to the extent possible. CARE and Oxfam technical staff will facilitate the collaboration.

The national consultant will be responsible for the following tasks:

² CARE through their Climate Vulnerability and Capacity Analysis (CVCA) and CBA Planning method, Oxfam through their Participatory Capacity and Vulnerability Analysis (PCVA)

³ See for example ICAM project Action Research on Climate-resilient Livelihoods for Land-poor and Land-less People, September 2013.

⁴ “[...] there is very little discussion in the adaptation literature or policy on what adaptation would mean for landless labourers (who are often estimated to comprise more than 40 per cent of households in much of south Asia) – or, for that matter, for any other rural economic and social (e.g. gendered) class as defined by share of control or ownership of land.” Cannon T., Rural livelihood diversification and adaptation to climate change. In: Ensor J., Berger R., Huq S. (Ed.) *Community-based Adaptation to Climate Change*, 2014.



Terms of Reference – National and International Consultant



- Desk-based review of project documentation (e.g. village and commune adaptation plans, PCVA/CBA planning manuals and training materials, workshop and activity reports, livelihood action research, farmer logbooks, M&E reports, Gender Action Plan etc.) and relevant other documentation (Government Guidelines such as the CBDRA/M manual, MPI Adaptation Prioritization Framework etc., provincial climate change action plans, agricultural plans, gender analysis, existing research etc.)
- If required, discussions and interviews with project staff and main project partners (Women's Union, Agricultural Dept., Dept. Of Natural Resources etc.) to capture additional information;
- Develop draft Climate Vulnerability and Capacity synthesis report, in Vietnamese and/or English, in line with an agreed outline (see *below*), for feedback from CARE and Oxfam;
- Facilitate a one day debrief meeting in one of the project provinces to present and validate findings with project partners (province, district, commune, community representatives etc.) before finalizing the report;
- Produce a final Climate Vulnerability and Capacity report, in Vietnamese and English, incorporating input after several rounds of feedback and editing.

The international consultant will be responsible for the following tasks:

- Review the Climate Vulnerability and Capacity synthesis report and identify gaps and findings that require additional research and/or validation;
- Conduct additional desk-based research and consultation (if required) with relevant stakeholders – primarily at the national level - to fill gaps and validate the findings;
- Draw on the synthesis report and additional research to develop and document comprehensive, targeted recommendations for strategic and integrated rural and/or urban resilience policy and programming by various stakeholders in Vietnam and the Mekong region, focused on landless and land poor, in particular women;
- Produce an internal report for CARE and Oxfam and a short brief for a public audience in and outside Vietnam, outlining the findings and recommendations. The short brief will include minimum one case study of the ICAM project and one of the PRC project;
- With CARE and Oxfam, co-facilitate a multi-stakeholder discussion on the findings and recommendations from this consultancy. If new information is made available, update and finalize the report and brief.

The following is a *tentative* outline of the Vulnerability and Capacity synthesis report:

- Executive summary highlighting main findings and recommendations
- Project findings on vulnerability and capacity to climate change of landless and land poor, in particular women and ethnic minorities
- Good practice on supporting adaptation efforts targeted at landless and land poor (e.g. climate risk analysis and planning, farm and non-farm livelihoods, disaster risk reduction, underlying drivers of vulnerability etc.)
- Synthesis of challenges and lessons learned in building resilience of landless and land poor

The following is a *tentative* outline of the internal report for CARE and Oxfam:

- Executive summary highlighting main findings and recommendations for policy and programming
- Relevant findings from additional research and consultations on climate vulnerability and capacity of landless and land poor in the Mekong Delta



- Detailed recommendations for rural and/or urban resilience policy and programming. This will include suggested revisions to existing Government CBDRM ea. materials

Case studies and pictures should be integrated throughout the document. Women as well as men should be equally represented. They should be portrayed in a positive manner and as active members of the community. Informed consent should be obtained from all people in images, stories and quotes used in line with the organizations' consent standards.

III. Deliverables

By the national consultant:

- One draft synthesis document in Vietnamese and/or English for review of content by CARE Vietnam and Oxfam;
- Powerpoint (or other) presentation in Vietnamese and English highlighting the main findings, to present and validate findings with project partners before finalizing the report at a provincial debrief workshop;
- One final synthesis report in Vietnamese and English (around 20 pages, including case studies and pictures) to be provided to CARE Vietnam and Oxfam⁵

By the international consultant:

- One internal report for CARE Vietnam and Oxfam on integrated rural and/or urban resilience programming for landless and land-poor in the Mekong Delta (max 20pages, excluding summary, pictures and graphs)
- One short brief of 8-10 pages for a public audience on key findings on climate vulnerability and capacity of the landless and land poor and recommendations for integrated resilience policy and programming benefiting landless and land poor⁶;
- Powerpoint (or other) presentation highlighting the main findings and recommendations, to be utilized for multi-stakeholder consultation/validation (before finalizing the report and brief above).

IV. Roles and responsibilities

- Both consultants will be contracted by CARE Vietnam.
- The consultants will be managed by the CARE Vietnam CC DRR Team Leader (on behalf of CARE) and the Programme Manager for Building Resilience (on behalf of Oxfam).
- The consultants will be responsible for requesting information, producing the draft and final text, and seeking and taking on board feedback from CARE and Oxfam.
- CARE and Oxfam will be responsible for providing the consultants with necessary documentation, and to provide feedback in a timely manner.

⁵ The following lessons learned report can serve as an example for this assignment: *Climate vulnerability and capacity of ethnic minorities in the northern mountainous region of Vietnam*, CARE International in Vietnam, 2013: http://www.careclimatechange.org/files/CARE_ClimChg_Vietnam_0413_web1.pdf

⁶ Similar to the following briefing papers: *A Different Cup of Tea: The Business Case for Empowering Workers in the Sri Lankan Tea Sector*. CARE International UK. http://www.care.org/sites/default/files/documents/PSJ-2013-LKA-Tea_Worker_Empowerment.pdf or *From Words to Facts: Acting on climate change in Central America*, Oxfam, CARE ea. https://www.oxfam.org/sites/www.oxfam.org/files/file_attachments/from_words_to_facts_-_acting_on_climate_change_in_central_america.pdf



- CARE, Oxfam and the consultants will work collaboratively to ensure that the deliverables are of high quality, attractive to the targeted audience, and provides a strong contribution to the evidence base for community-based adaptation to climate change in the Mekong delta.

V. Duration

This consultancy is for 20 working days for the national consultant and 12 working days for the international consultant, with the work package to be completed by mid May 2015. Timesheets for work completed will be provided to CARE Vietnam on conclusion of the contract. All the payment will be made after submission of the final documents.

The following tentative schedule is an input into the detailed work plan to be developed by the consultant team and subjected to changes based on discussion with CARE Vietnam and Oxfam. Tasks are not in particular order and will be agreed with CARE and Oxfam based on the consultant’s proposal.

	Task	Number of days
National Consultant	Meeting between consultant and CARE to discuss the outline of the synthesis report	1
	Desk review (with timely request for additional information)	5
	Draft text in Vietnamese and/or English	6
	Feedback from CARE	Minimum one week
	Debriefing workshop/meeting in one Mekong Delta province, with participation from project partners from different provinces	3
	Edit final text incorporating feedback and finalize document in Vietnamese and English	5
	Total	20
International Consultant	Meeting between consultant and CARE to discuss the work package and agree on the outline of the deliverables	0.5
	Review the Climate Vulnerability and Capacity synthesis report and conduct additional research and consultation to fill in gaps	5
	Draft the internal report for CARE and brief for an external audience on integrated rural and/or urban resilience programming for landless and land-poor in the Mekong Delta	5
	Feedback from CARE	Minimum one week
	With CARE, co-facilitate a multi-stakeholder discussion on the findings and recommendations from this consultancy	0.5
	Edit report and brief incorporating feedback and finalize both documents in English	1
	Total	12 days



VI. Selection criteria

For both national and international consultant, the following qualifications and experience is required:

- Bachelor’s degree in a relevant subject
- Minimum five years of experience working on climate change adaptation, disaster risk reduction, livelihoods or related, in particular with vulnerable populations and in a rural and urban context
- Strong understanding of climate change, risk and vulnerability, and resilience
- Proven experience in writing policy briefs, knowledge products, research papers etc. – preferably in Vietnam
- Experience summarizing complex issues/activities in succinct, targeted Vietnamese and/or English
- Proven written and oral communication skills, in Vietnamese and/or English

Desirable:

- An understanding of ethnic minority life and culture in the Mekong Delta
- An understanding of gender dimensions of development
- Experience in program development or design

VII. How to apply

Interested candidates should submit the following documents in English clearly stating the position title to email Procurement2@care.org.vn. Consultants are encouraged to apply as a team, but can also apply individually.

- Cover letter (or email)
- Your resume (maximum 4 single side pages)
- A list of/links to your past written successful publications
- Indicate rate for the consultancy package

Closing date to apply for this position is Monday, 6 April 2015.

Please note that only the shortlisted candidates will be contacted.

The following signatories agree to all conditions as stated in this document:

CARE International in Vietnam

Signature:

Name:

Email:

Address: 92 To Ngoc Van rd., Tay Ho, Hanoi, Vietnam

Date:



Terms of Reference – National and International Consultant



CONSULTANT

I accept the terms of this consultancy and all of the conditions as stated in and the Terms of Reference.

Signature:
Name:
Email:
Address:.....
Date:

CARE is an equal opportunity employer. Women are strongly encouraged to apply for this position.

CARE International in Vietnam is committed to protecting the rights of children in all areas we work around the world. Applicants are advised that CARE International in Vietnam reserves the right to screen candidates to ensure a child-safe environment. Further information can be found in the CVN child protection policy.