



International Organization for Migration (IOM)
The UN Migration Agency

TERMS OF REFERENCE

Developing the Migration Profile for Eswatini

1. Position information

Position Title:	Consultant: Developing the Migration Profile for Eswatini
Duty Station:	Mbabane
Type and Duration of Contract:	6 months (20 days of work)
Period:	1 st October – 31 st March 2024
Preferred Starting Date:	1 st October 2023

2. General

The Government of Eswatini has requested the assistance of the International Organization for Migration (IOM) to strengthen its capacity to collect, analyse and utilize migration data, and ultimately to develop a Migration Profile. Improving migration management at a national level has been identified as a priority for the Kingdom of Eswatini. This comes at a time when migration dynamics in the country, region and indeed globally, have become increasingly complex; however, at present in Eswatini there is a severe lack of reliable migration data and analysis on which to base policy formulation and planning. Therefore, IOM developed a project that aims to provide a base of consolidated and reliable data and analysis on migration (the profile) which will contribute towards more evidence-based policymaking on issues related to migration management in Eswatini. Therefore, the government other relevant stakeholders will be able to better understand migration trends and dynamics in the country, and thus inform the policies, communications, and development planning aimed at ensuring safe, orderly, and well managed migration in the country. Furthermore, through the implementation of this project, IOM will ensure that the government builds a strong and systematic process that will allow them to regularly collect and analysis migration data in the country in the future. This will ensure that the government is constantly informed about the migrations trends in the country and consequently further develop adequate policies.

3. Background

A Migration Profile is a country-owned tool, prepared in consultation with a broad range of stakeholders, which can be used to enhance policy coherence, evidence-based policymaking, and the mainstreaming of migration into development plans. The Profile brings together a range of existing migration-related indicators and policy-relevant information from different sources in a structured manner. These are intended to be tools to facilitate national policy development and implementation. The development of a Migration Profile should be participatory, involving a range of relevant stakeholders, and owned by the Government. This process should provide an opportunity to improve data collection and analysis and build the capacity of the country to update the profile regularly and use it as a national policy tool. The Migration Profile will include information on the patterns, trends,

and characteristics of migration in Eswatini, the impact of migration on key thematic areas including but not limited to poverty, inequality, development and improvement in the social progress indicators, and existing governance frameworks. The Migration Profile will cover various topics related to migration such as immigration and border management, human rights of migrants, migration and health, labour migration, migration and development, remittances, migrant protection, forced displacement, displacement because of environmental factors as well as labour migration amongst others. The Migration Profile will highlight the existing gaps and challenges faced in sustainable migration management, further provide a comprehensive set of recommendations towards strengthening migration management.

4. Objectives and tasks to be performed under this contract.

The Objective of the Consultancy is to draft the Migration Profile for Eswatini, with the most recent indicators available for Eswatini, using data from official sources. The consultant will be required to perform the underlisted specific tasks:

- i. Map out stakeholders and actors who can provide migration-related information and data in Eswatini.
- ii. Facilitate the identification of relevant migration database, indicators across sectors and departments relevant for the Migration Profile.
- iii. Identify relevant data institutions that can be included in a Migration Database for Eswatini.
- iv. Develop an inception report for the assignment, including the scope of the Migration Profile, a detailed work plan, methodology as well protocols relevant for the assignment.
- v. Present the inception report to the Migration Management Consultative Board and incorporate the feedback and provide the final inception report.
- vi. Provide capacity building on data literacy, complementary to the development of the Profile, in conjunction with IOM.
- vii. Facilitate technical discussions on the Migration Profile development process during the Migration Management Consultative Board meetings.
- viii. Lead the trainings for the Migration Management Consultative Board and relevant stakeholders on (a) international standards of data collection as well as the use of migration data for policymaking and programming, (b) the usage of the tools developed for data collection, in conjunction with IOM and the Global Migration Data Analysis Centre (GMDAC).
- ix. Draft the Migration Profile and provide regular status updates to the Migration Management Consultative Board.
- x. Facilitate a validation workshop to discuss and refine the draft Migration Profile.
- xi. Address all the comments from the validation workshop, update and finalize the Migration Profile; and
- xii. Undertake field travel within Eswatini.

5. Management

The consultant will work under the overall supervision of the Chief of Mission in Eswatini in close coordination with the Regional Migration Data Hub team based in Pretoria as well as with the Chief Immigration Officer from the Ministry of Home Affairs and the Director of the Central Statistical Office.

6. Measurable output of the work assignment

The following tangible and measurable outputs are expected in the framework of the assignment:

- Validated Inception Report
- A report on relevant data that can be included in a Migration Database for Eswatini
- Capacity building for the Migration Management Consultative Board and relevant stakeholders on international standards of data collection as well as the use of migration data for policymaking and programming implemented; and
- Validated Migration Profile report and related PPT presentation.

7. Deliverables and timeframe

The Consultant will submit the following deliverables within specified timeframes. All submitted deliverables are subject to approval by IOM.

	Deliverables	Timeframe
1.	Support the finalization and launch of the Migration Profile in coordination with IOM Publication Unit	October to December 2023
2.	Develop a mapping and analysis of stakeholders and actors who can provide migration-related information and data in Eswatini. Identify relevant data that can be included in a Migration Database for Eswatini.	November 2023 to January 2024
3.	Facilitate the identification of relevant migration database, indicators across sectors and departments relevant for the Data Management System	October 2023 to March 2024
4.	Coordinate with IOM Global Migration Data Analysis Centre (GMDAC) for the development of the Development of the Data Management Center in line with the international standards	October 2023 to March 2024
5.	Support the development of the Terms of Reference for the recruitment of the company that will develop the Data Management System	October and November 2023
6.	Support the recruitment of the ICT company that will help to develop the Data Management System	October to December 2023

8. Performance indicators for the evaluation of results

- i. Engagement: The Consultant should avail him/herself for at least two feedback meetings per month with the IOM team.
- ii. Quality: All documents should be of professional and of quality that can be published.
- iii. Timeliness: The Consultant should display professionalism, attend meetings on time and keep to appointments as scheduled. The Consultant should keep to the timeframe of the project.

9. Remuneration and terms of payment:

The Consultant will receive an all-inclusive fee. The all-inclusive consultancy fee covers consultation fee, communication, travel, allowance (for travel within or to Eswatini) and accommodation costs. Travel is expected for the trainings, technical discussions, and Workshop, but is dependent on the travel policy of Eswatini. The consultancy services will be required over 24 weeks (6 months) and payment will be made per % of the total cost of the consultancy. The fees will be paid in accordance with the endorsement of the deliverables in the following proportions:

- i. 25% upon the launch of the Migration Profile
- ii. 50% upon the recruitment of the ICT Company that will draft the Data Management System; and
- iii. 25 % upon the capacity building of the Migration Management TWG on collection and Analysis of Data.

Required qualifications and experience

- i. **Education:** Advanced university degree in Social Sciences, Development Studies, or Demography.
- ii. **Experience:** A minimum of 5 years' experience in data assessment. Experience in facilitation and participation with governmental authorities at the national and international level. Demonstrable knowledge and professional experience on migration
- iii. **Skills:** Knowledge of migration data Management and data utilization capacity building. Confident use of social research methods. Proven ability and experience in leading and facilitating training workshops. Knowledge and understanding of migration landscape in Eswatini. The ability to work under pressure and meet deadlines. Strong analytical, reporting, editing and communication skills.
- iv. Ability to work with intergovernmental stakeholders on migration issues
- v. **Languages:** Fluency in English is required.

Competencies:

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates ability to work in a composed, competent and committed manner and exercises careful judgment in meeting day-to-day challenges.

Core Competencies – behavioural indicators

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely

manner; is action-oriented and committed to achieving agreed outcomes.

- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own action and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring and motivational way.

10. How to apply

Interested candidates are invited to submit their applications in English, with:

- i. Cover letter/ Letter of motivation, clearly specifying suitability to the role and relevant experience
- ii. Detailed curriculum vitae, including three referees (preferably former direct supervisors) and email addresses
- iii. Technical proposal, not more than 5 pages comprising detailed methodology and workplan
- iv. All-inclusive financial quotation/proposal relating to this assignment in USD.

This position is open for national Consultants. All applications indicating the position title in the subject line must be submitted on or before **26 September 2023** via e-mail to iommbabane@iom.int copying tmatsenjwa@iom.int. Please note that only shortlisted candidates will be contacted.

Please note that applications are open to only individuals or group of consultants. Applications from a Company will not be considered.