

TERMS OF REFERENCE (ToR)

for

RESEARCH CONSULTANT

CSOs Alternative Report on the Implementation of the UN Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children

Duration of Assignment:

Approximately 15 working days over the period of 4 months (July - October 2026)

Organization	Kosovar Gender Studies Center
Objective	To support the Kosovar Gender Studies Center (KGSC) in coordinating the implementation of the agreed research methodology and the collection, compilation, analysis, and reporting of evidence for the thematic areas assigned to KGSC under the Civil Society Alternative Report on the implementation of the United Nations Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children, in accordance with the agreed research methodology and reporting framework.

BACKGROUND

1. About Kosovar Gender Studies Center

The Kosovar Gender Studies Center (KGSC) was founded in 2003 and has since become a leader in conducting research on gender issues and developing gender studies in Kosovo. KGSC as an organization whose mission is to integrate the gender perspective into all analyses, programs, and policies of all sectors of Kosovar society, has been a voice since its establishment at the central and local level, in the production of contextualized feminist knowledge, documenting the history of political activism of women, and the promotion of feminist activism among younger generations. The mission of the KGSC is the integration of the gender perspective in all spheres of life, as well as the development and implementation of inclusive public policies through advocacy based on gender analysis.

2. About the project

The project “Empowering Children as Active Citizens for their Rights and Gender Equality”, implemented by Kosovar Gender Studies Center in partnership with Save the Children Kosova/o, funded by the Swedish International Development Agency. This project aims to contribute to a stronger, more accountable civil society ecosystem in which children, particularly girls and those facing multiple forms of marginalization, are empowered to meaningfully claim their rights and influence decisions affecting their lives. Grounded in the current child rights context in Kosovo, the project responds to persistent gaps between existing legal and policy frameworks and their weak and uneven implementation, which

disproportionately affect marginalized groups such as Roma, Ashkali and Egyptian girls, children with disabilities, and children living in poverty or rural areas. By addressing gender norms, socio-economic barriers, and institutional limitations that restrict access to education, health, protection services, and participation, the project seeks to expand both the capacity and the civic space of civil society actors, including children themselves, to monitor, report on, and advocate for the effective realization of children's rights in Kosovo.

3. Background to the Assignment

The Civil Society Organizations' Alternative Report on the implementation of the United Nations Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children, is being developed to provide an independent, evidence-based assessment of the progress, challenges, and gaps in the realization of children's rights in Kosovo. The report aims to contribute to the monitoring of Kosovo's implementation of the UNCRC by presenting evidence and recommendations to support national and international accountability processes.

The report is being developed within the framework of Save the Children Kosova/o's Civil Society Strengthening Programme for Children's Rights 2025–2028, implemented in partnership with 11 local civil society organizations. The reporting process follows Save the Children's Child Rights Reporting Common Approach and brings together civil society organizations to produce a joint Alternative Report, informed by children, grounded in evidence, meaningful child participation, and international reporting standards. Throughout the process, particular attention is given to the integration of gender equality, disability inclusion, non-discrimination, climate considerations, and other cross-cutting child rights issues.

As part of this process, three partner organizations—the Kosovar Gender Studies Center (KGSC), Syri i Vizionit (SiV), and EcoZ – Youth Ecological and Security Zone (EcoZ)—have been designated as thematic lead organizations responsible for coordinating evidence collection and analysis within their respective thematic areas, in close collaboration with Save the Children Kosova/o, contributing partner organizations, and the Lead Research Consultant.

Within the consortium, KGSC leads the evidence collection and analysis for:

- Article 4 – General Measures of Implementation;
- Articles 2, 3, and 6 – General Principles;
- Articles 13, 15 and 17 – Civil Rights and Freedoms;
- General Comment No. 25 – Children's Rights in the Digital Environment; and
- Article 19 – Protection from Violence.

To support the implementation of these responsibilities, KGSC seeks to engage a Research Consultant to coordinate and implement evidence collection for the assigned thematic areas in accordance with the agreed methodology and reporting framework.

OBJECTIVE OF THE CONSULTANCY

The objective of this consultancy is to support the Kosovar Gender Studies Center (KGSC) in coordinating the implementation of the agreed research methodology and the collection,

compilation, and analysis of evidence for the thematic areas assigned to KGSC under the CSOs Civil Society Alternative Report on the implementation of the United Nations Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children. The consultant will prepare scope notes, coordinate the desk review process, identify evidence gaps, coordinate evidence collection from contributing partner organizations, and prepare standardized reporting inputs in accordance with the agreed methodology and reporting framework, in close collaboration with the Lead Research Consultant, Save the Children Kosova/o (SCiK), and consortium partners.

SCOPE OF WORK

Under the supervision of the Kosovar Gender Studies Center (KGSC), the Research Consultant will work as part of the joint technical research team established for the preparation of the CSOs Civil Society Alternative Report on the implementation of the United Nations Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children.

The consultant will work in close coordination with the Lead Research Consultant engaged by Syri i Vizionit (SiV), the Research Consultant engaged by EcoZ – Youth Ecological and Security Zone (EcoZ), the two Research Consultants engaged by Save the Children Kosova/o (SCiK) who have developed the joint methodology and workplan and will develop the consolidated report¹, and relevant consortium partners to ensure a coordinated, methodologically consistent, and evidence-based research process.

The consultancy will support the implementation of the agreed research methodology for the thematic areas assigned to KGSC, namely:

- **Article 4** – General Measures of Implementation;
- **Articles 2, 3, and 6** – General Principles;
- **Articles 13, 15 and 17** – Civil Rights and Freedoms;
- **General Comment No. 25** – Children's Rights in the Digital Environment; and
- **Article 19** – Protection from Violence.

Using the agreed methodology and the standardized evidence collection tools and reporting templates developed by the Lead Research Consultant, the consultant will coordinate the desk review process, identify evidence gaps, coordinate the collection, compilation, and synthesis of evidence for the thematic areas assigned to KGSC, including evidence submitted by contributing partner organizations through the standardized evidence collection tools and evidence generated through the implementation of the agreed research activities, where relevant. These reporting inputs will contribute to the preparation of the Civil Society Organizations' Alternative Report.

¹ Please see the visual overview of engagement on page 7 of the ToR.

The consultant will ensure that all assigned outputs are prepared in accordance with the agreed methodology, reporting framework, ethical research principles, and applicable child safeguarding and confidentiality standards.

The consultant's deliverables will constitute thematic evidence inputs for the assigned UNCRC articles and will be used, together with evidence produced under the other thematic areas, in the preparation of the Civil Society Alternative Report by the consultants engaged by Save the Children Kosova/o.

SPECIFIC RESPONSIBILITIES

The Research Consultant shall be responsible for the following:

- Detailed and time-bound **work plan** for the implementation of KGSC's assigned methodology, including clear tasks, deadlines and responsibilities;
- Conduct a comprehensive **desk review** for Cluster I: General Measures of Implementation (Art. 4); Cluster II: General Principles (Art. 2, 3, 6); Cluster III: Civil Rights and Freedoms (Art. 13, 15, 17, General Comment No.25); Cluster IV: Family Environment and Alternative Care (Art. 19) covering all relevant laws, policies, reports and data sources, with structured evidence.
- Develop **Scope Notes** for all articles using the standardized Annex B template (part of the developed methodology), which includes relevant UNCRC articles, legal and policy framework, existing evidence, evidence gaps, planned data collection methods, ethical and safeguarding considerations, coordination with other partners, preliminary recommendations, and the systematic integration of **gender mainstreaming** and **environmental/climate considerations** throughout the analysis.
- Collect primary data using the standardized research tools developed by the Lead Research Consultant for each article.
- Facilitate one focus group discussion with child-led groups (CLGs) together with KGSC and, where required, jointly with the Lead Research Consultant.
- Documented and structured inputs, including full documentation of the FGDs organized by KGSC;
- Prepare standardized **Input Templates** (Annex C) for or all assigned thematic areas (clusters and articles), presenting evidence-based analysis of the assigned UNCRC articles and relevant General Comments, including the legal and policy framework, implementation in practice, documentary and field evidence, identified gaps, and concrete recommendations for duty bearers, while systematically integrating **children's views**, **gender mainstreaming**, and **environmental/climate considerations**, where applicable.
- Submit completed Scope Notes to Save the Children Kosova/o through KGSC.
- Submit finalized Input Templates to Lead Research Consultant through KGSC.

- The Research Consultant is expected to join and contribute actively to coordination and team-based meetings (which include the Lead Research Consultant and the Ecoz Research Consultant).

DELIVERABLES

The expert is expected to deliver:

1. **Work Plan, Desk Review and Scope Notes for each Article;**
2. **Primary Data Collection and FGDs Documentation;**
3. **Standardized Article Inputs and Final Evidence Package;**

All deliverables should be submitted in **editable formats** (Word, PowerPoint, where applicable).

The Research Consultant shall deliver the following outputs:

Output	Description	Indicative Timeline*	Days
Output 1: Inception and Scope Notes	Participate in the inception meeting; prepare a work plan and complete Scope Notes for the thematic areas assigned to KGSC, using the standardized template and methodology.	July 2026	3 days
Output 2: Desk Review and Evidence Gap Analysis	Coordinate and contribute to the desk review process, including compilation and synthesis of relevant legislation, policies, reports, administrative data, research, and other documentary evidence. Identify evidence gaps and recommend additional evidence required.	July - August 2026	3 days
Output 3: Focus Group Discussion with One Child-Led Group (CLG)	One focus group discussion with a CLG facilitated in coordination with KGSC and, where required, the Lead Research Consultant, with complete documentation of the discussion, including participant information (in line with ethical and safeguarding standards), notes, and synthesized findings.	September 2026	2 days
Output 4: Consolidated Evidence Package	Consolidated evidence package comprising synthesized evidence from the desk review, one focus group discussion with a Child-Led Group (CLG), and evidence submitted by contributing partner organizations, documented through the	September 2026	3 days

	standardized reporting templates and supporting documentation.		
Output 5: Standardized Reporting Inputs	Complete and submit standardized reporting templates, including synthesized findings, supporting evidence, references, and preliminary recommendations for the assigned thematic areas.	September 2026	2 days
Output 6: Final Revised Submission	Revise reporting inputs based on comments received from KGSC, the Lead Research Consultant, and SCiK, and submit the final evidence package and all supporting documentation for integration into the Alternative Report.	October 2026	2 days
TOTAL			15 days

All deliverables shall be prepared in Albanian using the standardized templates and reporting tools developed for the CSOs Alternative Report on the United Nations Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children.

If deemed necessary, English may be used for communication and the preparation of relevant documentation. Deliverables shall be submitted electronically and will be subject to review and approval by KGSC, in consultation with the Lead Research Consultant and Save the Children Kosova/o, where applicable.

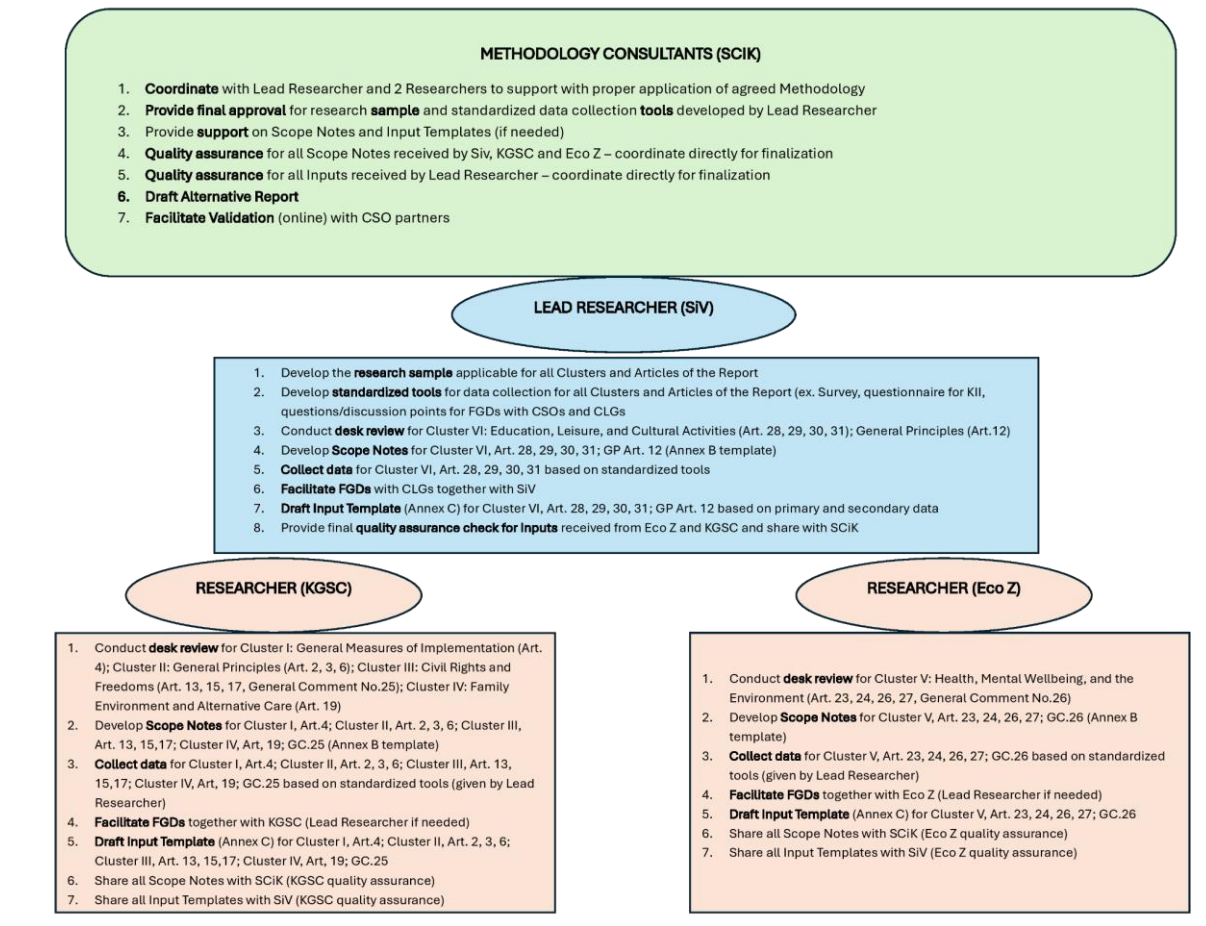
The consultant's deliverables will form part of the evidence base used for the preparation of the CSOs Alternative Report on the United Nations Convention on the Rights of the Child (UNCRC) in Kosovo, informed by children.

COORDINATION AND REPORTING

The consultant will:

- report directly to the Kosovo Gender Studies Center (KGSC);
- work in close coordination with the Lead Research Consultant engaged by Syri i Vizionit and Research Consultant engaged by EcoZ;
- collaborate with SCiK and consortium partners throughout the assignment.

VISUAL OVERVIEW OF THE ENGAGEMENT



DURATION

The consultancy is expected to take place during July-October 2026 (**15 working days**).

REQUIRED QUALIFICATIONS

The consultant should possess:

- Advanced university degree in law, human rights, social sciences, public policy, sociology, psychology, gender studies or another relevant discipline.
- At least five years of professional experience in research, policy analysis or human rights.
- Demonstrated experience in coordinating research projects, conducting policy and legal analysis, and synthesizing qualitative and documentary evidence.
- Experience working on children's rights, gender equality, violence against children, child protection and/or digital rights.
- Excellent understanding of the UN Convention on the Rights of the Child and relevant General Comments.

- Previous experience preparing UN treaty body reports, shadow reports or similar policy reports is considered a strong asset.
- Excellent analytical and report-writing skills.
- Excellent command of Albanian and English; knowledge of Serbian is considered an asset.

SELECTION CRITERIA

Applications will be evaluated based on:

- Relevant education;
- Professional experience;
- Experience in research coordination, evidence synthesis, and policy analysis;
- Experience related to children's rights and human rights;
- Previous similar assignments;
- Financial offer.

APPLICATION PROCEDURE

Interested candidates should submit via email to gksgj_kgsc@yahoo.com:

- CV;
- Letter of Interest;
- Financial Offer;
- At least two examples of similar work (or references from previous assignments).

Application deadline: **15 July 2026, 17:00**. Applications received after the deadline and incomplete applications will not be evaluated. Only shortlisted candidates will be contacted.