



'Programme funded by the European Union and implemented by the International Labour Organization (ILO) and the International Organization for Migration (IOM)



THAMM

● Towards a Holistic Approach to Labour Migration Governance and Labour Mobility in North Africa

Terms of reference

Technical preparation, coordination and online facilitation of THAMM Regional Conference on labour migration responses to the COVID 19 Crisis in European and North African countries

1. General objective the mission

Under supervision of the project manager, the recruited external collaborator is expected to complete the following:

- Propose a methodology for the conference to meet the objectives stated in the concept note;
- Identify key institutions and speakers and propose an agenda;
- Coordinate invitations and manage submissions of presentations;
- Prepare the conference documentation (finalisation of concept note and agenda, biographies and contact list of speakers);
- Facilitate the conference and see to its smooth implementation.

2. Context and justification

THAMM, which stands for "Towards a Holistic Approach to Labour Migration Governance and Labour Mobility in North Africa", is an international cooperation programme under which the International Labour Organisation (ILO) and the International Organization for Migration (IOM) implement components related to labour migration governance, labour migration statistical data, recognition of qualifications and skills and regional cooperation. This programme is funded by the EU Emergency Trust Fund for Africa (EUTF) of the European Union (EU).

THAMM proposes to approach labour migration holistically, in terms of both technical dimensions (governance frameworks, skills recognition and qualification, statistical data

and information systems) and end beneficiaries (integration of foreign workers into labour markets and assistance to national workers seeking employment abroad). As recent research from the European Commission's Knowledge Centre on Migration and Demography suggests, "the ongoing COVID-19 pandemic and the government responses to it could reshape migratory movements, shift migration routes and alter the composition of migrant populations worldwide".¹ **A better understanding of key trends shaping labour migration governance, in particular in a crisis of the nature, duration and depth which the COVID-19 crisis, is needed to shape and refine intervention within THAMM in North Africa.**

This proposed first regional conference offers to **share strategic and operational trends, lessons and experiences with regard to labour migration responses to the COVID-19 crisis observed in European and North African countries.** Through presentations from the latest research findings and the sharing of practitioners' experiences produced within and beyond the programme, this regional conference intends to:

- **take stock of current labour migration and mobility trends** observed within and between the two regions;
- **inform implementation of programme activities** among all partners involved in THAMM half way into the programme;
- **engage a range of labour migration and mobility stakeholders to help build consensus of practice** around establishing regular pathways including in a crisis situation;
- **prepare the post-crisis phase** building on lessons learned in 2020 and 2021.

The THAMM Programme builds on the experience of the implementation institutions in North Africa and beyond **to foster mutually beneficial migration and mobility for North African countries.** The programme addresses **both the South-North and the South-South dimensions of labour migration and mobility through regional dialogue and cooperation.** Planned over 36 months, it covers three countries: Egypt, Morocco and Tunisia and is inclusive of and open to other North Africa countries for sub-regional activities which will be invited to this regional conference.

The Programme is **aligned to existing policy frameworks** at global (Sustainable Development Goals, Global Compact for Safe, Orderly, and Regular Migration) and regional (African Union Migration Policy Framework Plan of Action 2018-2030) levels and in line with national priorities as identified through a series of preliminary consultations and national workshops with relevant national stakeholders conducted in the preparation phase.

Furthermore, the Programme contributes to Objective (3) "Improved migration management in countries of origin, transit and destination" of the **EU Trust Fund for Africa** and in particular to the Priority Action II – Advancing mutually beneficial legal migration and

¹ European Commission's Knowledge Centre on Migration and Demography, 2020 *Atlas of Migration*. 2020 <https://ec.europa.eu/jrc/en/news/how-coronavirus-reshaping-migration-worldwide>

mobility of the Operational framework of the North of Africa window. The action is also aligned with the **Valletta Action Plan Priority Domain 2** "Legal migration and mobility", and with the Communication on the Delivery of the European Agenda on Migration² that sets legal migration channels with third countries via pilot initiatives as a strategy for achieving concrete results.

The mission described in these terms of reference consists of the preparation, coordination and online facilitation of the conference under the supervision of the ILO programme manager.

3. Specific objectives of the mission

The external collaborator will be expected to provide the following:

- Methodological approach to the organization of the conference technical content;
- Identification of key speakers and institutions;
- Design an agenda conducive to meeting the conference stated objectives;
- Management of the invitations to speakers, of the timely submission of their presentations, and quality check;
- Facilitate the conference and its implementation;
- Design of conference technical content into conference material;
- Produce a summary report of the conference and its main outcome.

4. Expected deliverables

- a. Methodological note proposing a specific approach and organization of the conference, ensuring completion of the conference stated objectives;
- b. List of proposed speakers and institutions;
- c. Agenda taking account of the conference objectives and requirements;
- d. Summary of speakers' biographies and contact details;
- e. Invitation correspondence and its management;
- f. Powerpoint material for the conference: Agenda; Sessions content material.
- g. Summary report of the conference and its main outcome.

5. Methodology

To produce the expected deliverables, the external collaborator will adhere to the following methodology and approach:

- a. Familiarise with the Conference Concept note, with the THAMM documentation and meet with the programme manager to produce a clear timeline within 2 days of contract signature;

² Communication from the Commission to the EP, the Council, the EESC and the CoR on the Delivery of the European Agenda on Migration, COM (2017) 558 final.

- b. Meet regularly with the programme manager throughout the development of all conference deliverables;
- c. Be available throughout the preparation and implementation phases of the conference.

6. Expected qualifications, skills and experience of the external collaborator

The external collaborator, a consultant and not a company, is expected to meet the following requirements:

- A post-graduate degree in social sciences and published research record;
- A track record in the online facilitation of similar international high-level meetings;
- Specific expertise in labour migration policy and labour market dynamics and related issues and a track-record of reporting for international organizations and good knowledge of Euro-Mediterranean migration policy dynamics and socio-economic contexts would be a plus;
- Ability to work in international context and multicultural teams
- Command of French and English; Arabic an advantage

7. Time frame of the mission

The overall duration of this mission is estimated to 23 working days between 15 May 2021 and 15 July 2021 according to the following schedule.

h. Schedule of tasks and deliverables Agenda taking account of the conference objectives and requirements;

	Tasks and deliverables	Duration Days	Deadline
A	Methodological note proposing a specific approach and organization of the conference, ensuring completion of the conference stated objectives	2	17 May 2021
B	Draft agenda and list of proposed speakers and institutions	2	19 May 2021
C	Summary of speakers' biographies and contact details	3	1 st June 2021
D	Invitation correspondence and its management	5	15 June 2021



E	Powerpoint material for the conference: Agenda; Sessions content material.	5	15 June 2021
F	Actual conference online facilitation and management of speakers' interventions	3	1 st week of July 2021
G	Summary report of the conference and its main outcome	3	2 nd week of July 2021
	TOTAL	23 days	

8. Remuneration package

Remuneration is commensurate with ILO and UN rates for external collaborators.

a. Payment method and schedule

- 30% of the total amount will be transferred upon approval of Deliverable A (Methodological note) by the ILO;
- The outstanding 70% will be transferred upon approval of all other deliverables by the ILO.

9. Application process

Documents to be submitted to apply are:

Technical offer:

- A motivation letter presenting the applicant's experience in preparing, facilitating similar events and reporting on them, his/her motivation for this application and a detailed work plan;
- Candidate's CV;
- Record of similar event facilitation; references; sample of material developed for similar events.

Financial offer:

- Rates and proof of comparable rates for commensurate work undertaken previously;
- Financial offer submitted in a currency other than USD, would be converted using the United Nations exchange rate (see <https://treasury.un.org>).

Timeframe and contact details to apply

Applications should reach the reference persons below **by 15 May 2021 18:00 Rabat time:**

- Ms Majida Sadok, sadok@ilo.org
- Ms Aurelia Segatti, segatti@ilo.org

