

# JOB DESCRIPTION

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## ACTION ON POVERTY

### Consultant for Final Evaluation of the “Empowering Survivors of Domestic Violence and Trauma” Project

**Effective date:** September 2024  
**Contract type:** Consultant Contract  
**Work location:** Timo-Leste  
**Reports to:** Lead of Consultant

#### BACKGROUND

Action on Poverty (AOP), previously known as the Australian Foundation for the Peoples of Asia and the Pacific (AFAP), is an independent, secular, fully-accredited Australian non-profit organisation. AOP empowers local changemakers to break the cycle of entrenched poverty in some of the poorest communities in Africa, Asia and the Pacific.

Conflict in Timor-Leste's recent history results in pervasive cycles of accepted violence where women and children suffer disproportionately. Furthermore, Timor-Leste's patriarchal society and economy disadvantages women.

AOP has been working with local mental health organization PRADET, educating and empowering predominantly women experiencing domestic violence in the last seven years. PRADET has been providing psycho-social and medical support to victims of, sexual assault, child abuse and abandonment since 2002. Our experience tells us that one of the factors contributing to domestic violence is economic poverty, lack of education in the house hold that leads to life within the family and the community becoming stressful and also violent. As a service provider, we are committed to supporting victims who access our services and also committed to providing care for themself and their families by creating opportunities for them to develop life skills and economic independence.

The project “Empowering Survivors of Domestic Violence and Trauma” funded by ANCP and implemented by AOP's partner, PRADET from July 2022-June 2025. The project originally had a psychosocial support and health focus, but this has developed into more practical support for vulnerable women over time, working with them to provide vocational training and develop livelihood activities that help build skills, confidence and contribute to economic development and stability going forward. The project and its networks have served as an important hub for raising awareness around COVID-19.

The project outcome:

- Outcome 1: Improved quality of life for 60-75 survivors of domestic or sexual violence and their families – from FY22/23 to FY24/25.
- Outcome 2: Increased access to and coordination of quality care services for over 100 women, men and youth prisoners in Gleno and Becora Prisons - from FY22/23 to FY24/25.
- Outcome 3: Increase wellbeing support for local partner Staff

This project aims to improve the situation of women and children affected by domestic violence by increasing rights awareness and financial independence. During this 3- year phase, we will provide 60-75 survivors with support, knowledge to develop enterprises – growing/selling food and vegetables, raising animals, selling second-hand clothes etc. We provide practical assistance and technical support so they can gain confidence, literacy skills, and business skills. The project also provides refresher training and follow up support to previous

years' project participants. The project will also support/engage with some community groups (agriculture) to raise awareness on domestic violence.

The project also works with women, men and youth prisoners in Gleno and Becora Prisons, providing psychosocial support, life skills education and skill development programs including literacy. PRADET works with a legal aid NGO to advance female prisoners' court cases, many of which are themselves domestic violence survivors.

Prisoners are often shunned by their families and their current circumstances hold few opportunities, so the project supports connecting prisoners and families, and a small income generating initiative for prisoners to earn some money, accessed on release. PRADET Prison Program is the only such project in Gleno and Becora Prisons. This project has a strong focus on gender and empowering survivors of domestic violence that carefully considers their needs, including people living with mental disabilities, anxiety and depression. PRADET is wellplaced to provide support psychosocial support, and advocates on behalf of women in Timor-Leste.

## **ROLE SUMMARY**

The purpose of this position is responsible for (i) contribute to the development of methodologies of tools; (ii) translate survey questionnaire to local language and guide the enumerators for survey collection; (iii) take part in primary data collection including some KII/FDGs and facilitate the questionnaire survey and ensure quality of data collection.

The position will report to the Lead Evaluator - Truong Quoc Can

## **MAIN AREAS OF RESPONSIBILITY**

1. Contribute to the development of evaluation plan and tools.
2. Work with PRADET to collect secondary data/information prior to the evaluation.
3. Translating evaluation tools/guide and questionnaires into local language.
4. Conduct IDIs/FDGs with the targeted women.
5. Facilitate questionnaires survey collection.
6. Consolidate information and data collected.

## REQUIRED QUALIFICATIONS

<b>Education</b>	<ul style="list-style-type: none"> <li>Relevant Degree and/or equivalent professional qualification, preferably in development</li> </ul>
<b>Work experience</b>	<ul style="list-style-type: none"> <li>At least 3 years of experience in positions relevant to project evaluation and social studies</li> <li>Proven experience in conducting social study and familiarity with data collection tools</li> <li>Experience in projects working on domestic violence or trauma is preferred;</li> </ul>
<b>Technical knowledge and skills</b>	<ul style="list-style-type: none"> <li>Excellent interpersonal and communication skills in local language and English, both spoken and written;</li> <li>Proficient in Microsoft Office applications (Microsoft Word, Excel, PowerPoint, Teams, PDF editor) and cloud-based solutions (Office 365 environment);</li> <li>Strong understanding of ethical and cultural norms in local context;</li> <li>Commitment to AOP's vision, mission, values and goals;</li> </ul>
<b>Languages</b>	<ul style="list-style-type: none"> <li>Fluent English and local language</li> </ul>
<b>Attitude</b>	<ul style="list-style-type: none"> <li>Detail-oriented and careful;</li> <li>Diligent, proactive and independent;</li> <li>Patient, friendly and supportive;</li> </ul>
<b>Adherence to</b>	<ul style="list-style-type: none"> <li>Poverty and injustice eradication;</li> <li>Gender equality;</li> <li>Child protection;</li> </ul>

## Application Process

Candidates are invited to submit an expression of interest responding to the role requirements and a CV to [recruitment@actiononpoverty.org.vn](mailto:recruitment@actiononpoverty.org.vn). The closing date for applications is **30 September 2024**.

**Prepared by**

**Reviewed by**

**Approved by**

**HR Officer**

**Lead of Consultant**

**Pacific Program Manager**