



**អង្គជំនុំជម្រះវិសាមញ្ញក្នុងតុលាការកម្ពុជា**

Extraordinary Chambers in the Courts of Cambodia  
Chambres extraordinaires au sein des tribunaux cambodgiens

**ព្រះរាជាណាចក្រកម្ពុជា  
ជាតិ សាសនា ព្រះមហាក្សត្រ**

Kingdom of Cambodia  
Nation Religion King

Royaume du Cambodge  
Nation Religion Roi

## **TERMS OF REFERENCE**

### **The Extraordinary Chambers in the Courts of Cambodia (ECCC)**

#### ***Background***

The Extraordinary Chambers in the Courts of Cambodia (ECCC) is responsible for prosecuting senior leaders of the Democratic Kampuchea and those who were most responsible for the crimes committed during the Khmer Rouge regime from 17 April 1975 to 6 January 1979.

The Victims Support Section (VSS) of ECCC is entrusted with facilitating victims participation in ECCC proceedings. On October 27, 2015, VSS and United Nations Trust Fund to End Violence against Women (UN Trust Fund) mutually signed an agreement to implement the second phase of the project: “Promoting Gender Equality and Improving Access to Justice for Female and GBV Survivors under the Khmer Rouge Regime - Phase II”, commencing on 1 January 2016 and ending on 31 December 2018.

#### ***Overall Purpose of the Consultancy***

To ensure the implementation of UNTF project - phase 2 is effectively and efficiently carried-out for the benefits of GBV Civil Parties and other female GBV survivors.

#### ***Key Results***

Beneficiaries of the project are satisfied with project implementation.

#### ***Activities to be undertaken***

- Assist the Project Manager in following up and monitoring the progress and performance of the project implementation;
- Assist the project in conducting the Monitoring and Evaluation (M&E);
- Assist the project in finding the most disadvantage civil party in rural area;
- Assist the project in conducting the income generation;
- Assist the project manager in conducting the survey and data entry into Survey Monkey;
- Collect data/ information from an implementing partner and maintain/ update monitoring database;
- Contact female and GBV civil parties and their lawyers for meetings;
- Travel to the fields to assist Project Manager in conducting clients-lawyer meeting;
- Assist the Project Manager in inviting female civil party and GBV survivors to be a guest speaker during the radio call-in shows, and other outreach events;
- Translate/ interpret from Khmer into English and vice versa;
- Perform any other tasks as required by the Chief of VSS/ Project Manager.

## **Outputs**

The incumbent is expected to produce the following outputs.

- Assist the project in arranging 6 radio call in-shows, 1 video spot, and 1 project achievement video production;
- Assist the project in selecting CPs who can receive skill training support.
- Assist the project in contacting a public/ private institution for implementing outreach activities;
- Assist the project in carry-out 2 monitoring missions;
- Run and maintain website and Facebook page of the project;
- Assist in coordinate and facilitate CP meetings and other outreach events;
- Enter data into survey database;

## **Duration of assignment**

Starting from 01 August 2018

## **Required Qualifications/Experience**

- Knowledge and experience in gender issue;
- Promotes the vision, mission, and strategic goals of UN Women;
- Displays cultural, gender, religion, race, nationality, and age sensitivity and adaptability;
- Knowledge about the court is a plus;
- Builds strong client and partner relationships;
- Honest, hard-working, flexible, and able to work under pressure;
- Good computer skills (Ms. Word, Excel, Power Point, Internet and Email)

**Education:** Bachelor's Degree in law, gender or social work

**Work Experiences:** 2 to 3 years of progressively responsible for project implementation experience, preferably in the area of gender, and outreach with public or private sectors and/or ECCC.

**Language Proficiency:** Khmer native and fluency in English (both oral and written).