



Terms of Reference

Consultancy for Strengthening TJR Platform

Operational Area: BARMM

BACKGROUND OF THE PROJECT:

The Bangsamoro peace process has made significant strides since 2019, following the plebiscite that established the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM). The peace agreement between the Government of the Philippines (GPH) and the Moro Islamic Liberation Front (MILF) includes two main tracks: the Political track, which focuses on creating the autonomous region, and the Normalization track, aimed at transforming armed conflict into political participation and integrating combatants into civilian life.

While the Political track has progressed well, the implementation of the Normalization track, particularly in transitional justice and reconciliation, has been slower. Despite a comprehensive report from the Transitional Justice and Reconciliation (TJR) working group, many of the recommended actions have yet to be adopted. At a recent conference, civil society organizations (CSOs) advocated for better collaboration to push both the GPH and MILF to take action on these recommendations and advance efforts in transitional justice and reconciliation.

Scope of Work

The consultant will design and facilitate a 4-day participatory workshop for members of the TJ Platform in BARMM, applying inclusive and context-sensitive approaches to ensure meaningful engagement of diverse civil society actors. The scope includes preparation of the workshop design and methodology, facilitation of sessions on strategic direction, subcommittee structuring, IEC planning, workplan development, and fundraising exploration, as well as documentation of key outputs.

With support from forumZFD, the TJR CSO Platform was established in 2025, uniting over 25 civil society organizations around agreed minimum engagement standards and coordinated action. Through the joint development of a strategic and operational framework, the Platform aims to foster a structured and effective collaboration among members, minimizing duplication and maximizing synergies. This approach has enhanced coordination, strengthened organizational cohesion, and increased readiness for collective engagement in transitional justice processes across the BARMM region and beyond.

The consultant is expected to produce and submit a workshop report capturing agreed strategic interventions such as supporting the development of a joint advocacy strategy, creations of thematic subcommittee and their respective ToRs, defining some priority IEC directions, a consolidated annual workplan, and initial fundraising strategies. Close coordination with forumZFD and TJ Platform members (INGO, NGO and local CSOs) is required throughout the process to ensure alignment with project objectives and the broader transitional justice agenda in BARMM.



Specific objectives of the assignment:

- 1. Facilitate a min. 4-Day Workshop focused on strengthening the TJ CSO platform through:**
 - a. Developing an Advocacy Strategy that reflect the platform’s shared vision, agreed strategic pillars, priorities, and advocacy directions on transitional justice in BARMM and beyond including:
 - i. Key advocacy objectives, initial stakeholders’ analysis, target audiences, and proposed IEC materials to support the platform’s advocacy and outreach efforts.
 - b. Support the participants in defining the structure and thematic focus of subcommittees, ensuring clarity of roles, responsibilities, structure and coordination mechanisms including:
 - i. *Developing initial Terms of Reference (ToR) for each subcommittee*

- 2. Guide the Development of a Coordinated Workplan:**
 - a. Support participants in outlining priority activities for each subcommittee based on agreed thematic areas;
 - b. Ensure the development of a realistic, coordinated, and results-oriented workplan for the coming year;
 - c. Align the workplan with the CSO-led platform’s strategic advocacy, TJR Regional Roadmap, and the broader peacebuilding and transitional justice agenda in BARMM.

- 3. Facilitate the Exploration of a Fundraising Plan guided by the Advocacy Strategy:**
 - a. Guide participants in identifying potential funding opportunities and resource mobilization strategies to support the platform’s priority joint advocacy activities;
 - b. Explore roles and responsibilities of subcommittees in fundraising and external engagement;
 - c. Identify initial next steps for developing a collective or complementary fundraising approach for the platform.

Deliverables	Description
Inception report and initial preparatory meeting	Inception report with proposed methodology and agenda (including an initial participatory (online) meeting with TJR Platform members, outlining the proposed methodology and agenda for joint discussion and refinement)
Prepare, facilitate a 4-day workshop (in person)	Develop an advocacy strategy including thematic subcommittee ToRs, priority IEC directions, a consolidated annual workplan, and initial fundraising strategies that reflect the platform’s shared vision, priorities, and advocacy directions.
Workshop output validation session (online)	Online validation session with CSO TJ platform
Final defined and validated outputs from workshop	



forumZFDs support will include:

- ForumZFD will provide timely access to all necessary background materials, strategic documents, and other resources relevant to the design and facilitation of the sessions.
- Logistical and Administrative Support (assistance with travel and accommodation arrangements; as applicable).
- ForumZFD will actively engage in the co-creation of workshop/session content and activities, ensuring alignment with program goals. They will also participate in the co-facilitation of the sessions where appropriate.

The consultant is expected to deliver the outputs within the agreed timeframe.

Minimum Requirements

Education

- a. Advanced university degree in peace and conflict studies, social sciences, political science, law, development studies, or a related field.

Relevant Experience

- a. At least 8 years of relevant professional experience in transitional justice, peacebuilding, governance, preferably in the Mindanao or similar conflict-affected contexts;
- b. Demonstrated experience in organizational and strategic planning, including development of workplans, ToRs, advocacy strategies, and/or platform strengthening processes;
- c. Strong understanding of transitional justice, reconciliation processes, and conflict sensitivity, with the ability to translate these into practical strategies and plans;
- d. Excellent facilitation, documentation, and report-writing skills in English (knowledge of local languages in BARMM is an asset);
- e. Familiarity with the BARMM context, including key stakeholders, dynamics, and policy frameworks related to peacebuilding and transitional justice;
- f. Ability to work collaboratively, manage time effectively, and deliver high-quality outputs under tight timelines.

Reporting

The consultant will report to the Project Manager in Cotabato of forumZFD and provide periodic progress updates aligned with key milestones.

Please send your application letter, curriculum vitae including references and photo (any size) via email to: Hope Abayon, abayon@forumzfd.de

The subject title of the Email should be “Application: TJR Platform Consultancy”.

The deadline for applications is the **14 of April 2026**. The applicants will be assessed on rolling basis. Only shortlisted applicants will be notified via email and / or phone and will be scheduled for a written test and an interview. The applications will be reviewed on a rolling basis.



Format for CV

Picture, anagraphics (name, surname, date of birth, place of birth and current place of residence), educational background, work experience. We recommend to keep it simple and clear, evidencing your experience, especially according to the requirements. It will be processed by international staff that might be not familiar with all local institutions, include appropriate clarification needed for a foreign reader.