

TERMS OF REFERENCE (ToR)

Protection and Promotion of Rights of LGBTIQ+ Children and youth in Nepal

Consultancy to Design and Develop a Context-Specific and Tailored Training Guideline for Peer Advocates

Background

Blue Diamond Society (BDS) is a community-based organization established in 2001 and is the leading organization for sexual and gender minorities in Nepal. BDS has been at the forefront of the LGBTIQ+ rights movement in the country, playing a crucial role in landmark legal victories, including the Supreme Court decision of 2007 that recognized gender and sexual minorities. BDS is forging ahead with our founding mission and values at the core of what we do. We continue to advocate for sexual and gender minorities and intersex communities to ensure economic empowerment, livelihood support, equal access to public and private services, representation and protection. We partner with various local and international organizations to lead projects on health and HIV/AIDS awareness and prevention including care, support and treatment; policy change in governance, human rights documentation including legal and constitutional rights violations employment and income generating opportunities and media representation and more.

In partnership with Save the Children, since 2017, Blue Diamond Society is working for the rights of LGBTIQ+ children and youth in Nepal through different programs. Blue Diamond Society, with technical and financial support from Save the Children is implementing a project that aims to advocate for the LGBTIQ+ inclusive policies, plans, programs, budget and social services, contributing to improve the living conditions of LGBTIQ+ children and youth in Nepal.

The project one of the area focuses on strengthening the psychosocial well-being and resilience of children and youth with diverse SOGIESC through improved peer, family and community support. The project aims to establish and strengthen SOGIESC-inclusive, safe and affirming community-based and peer-to-peer support systems.

The existing project activity guidance identifies the purpose of this activity as developing one practical reference guide to standardise safe peer support. It highlights role and limits, confidentiality, consent/assent, risk identification, referral pathways, peer-session format, record keeping, online safety, self-care, supervisor contact and emergency escalation as minimum content areas.

Purpose of this ToR

This ToR is for the competitive selection and hiring of a qualified consultant or consultancy firm to design and develop the Peer Advocate Guideline. BDS is not seeking only a writer or graphic designer. The selected consultant/team must have the technical knowledge, participatory design skills and practical experience required to produce a high-quality, safe and usable guideline for Peer Advocates supporting LGBTIQ+ children and youth in Nepal.

Overall Objective

1. To engage a qualified consultant/consultancy team to design, develop, test and finalise a practical, context-specific and safe Peer Advocate Guideline that can be used by BDS to train, orient, supervise and support Peer Advocates working with LGBTIQ+ children and youth.
2. Develop a clear and practical framework for the Peer Advocate role, responsibilities, boundaries and limitations.

3. Translate the project's peer-support approach into practical guidance that Peer Advocates can use in real situations.
4. Develop content on communication, active listening, safe peer support, confidentiality, consent/assent, safeguarding, risk recognition, referral and escalation.
5. Develop practical tools, checklists, scenarios and templates rather than a theory-only manual.
6. Ensure the guideline reflects the Nepal context and the realities of LGBTQI+ children and youth.
7. Ensure the guideline is child- and youth-friendly, SOGIESC-inclusive, rights-based and non-discriminatory.
8. Build in supervision, self-care and accountability mechanisms for Peer Advocates.

Scope of Consultancy

- Review existing peer-support, safeguarding, MHPSS, referral and child-protection materials available from BDS.
- Conduct an inception meeting with BDS and Save the Children and relevant technical staff.
- Develop and agree a detailed work plan, methodology and proposed structure before full drafting.
- Identify common situations, knowledge gaps, safety risks and practical questions that the guideline should address.
- Develop the content architecture and learning approach.
- Draft the complete guideline in clear, practical language
- Develop realistic Nepal-based scenarios and case examples.
- Develop practical tools and templates.
- Develop referral guidance based on BDS-approved pathways.
- Facilitate a workshop with peer advocates
- Document feedback and explain how major feedback was addressed.
- Revise and submit the final guideline.
- After the final guideline is submitted the consultancy should train and provide workshop to peer advocates.

Key Deliverable

1. Inception Report
2. Draft Guidelines Manual
3. Final Guidelines Manual + Materials
4. Facilitate workshop on Advocacy guideline to Peer Advocates

Manual Content: Advocacy and support guideline on SOGIESC, Child Rights, Peer Support, Communication, MHPSS, Safeguarding, Leadership, Advocacy, Community Engagement, and Monitoring

Duration of the Assignment

The consultancy is expected to be completed within 10 working days from the date of contract signing.

Qualification and Experience

BDS is looking for a consultant or consultancy team that combines the following competencies.

- Relevant academic/professional background in social work, psychology, psychosocial support, child rights/protection, education, public health, gender/SOGIESC or a related field.
- Demonstrated experience designing and developing training manuals, guidelines, toolkits or learning materials.
- Strong experience working with children and/or youth and safeguarding.
- Demonstrated understanding of LGBTQI+/SOGIESC issues and inclusive practice.
- Experience in peer support, youth leadership, MHPSS or community-based support is strongly preferred.
- Experience developing practical referral, safeguarding, supervision or psychosocial support tools is an advantage.
- Strong participatory facilitation and consultation skills.
- Experience developing user-friendly and visually clear learning materials.
- Knowledge of Nepal's social, cultural and institutional context is strongly preferred.
- Excellent writing and communication skills
- LGBTIQAA++ community consultant /consultancy firm is strongly preferred.

Reporting and Coordination

The consultant will work closely with the project management team and report to the Program team to ensure alignment with project objectives and timelines.

Safeguarding and Ethical Requirements

- Follow BDS and applicable partner safeguarding requirements.
- Do not require children/youth to disclose SOGIESC identity, trauma, abuse or private case histories for the manual development process.
- Use appropriate consent/assent and safe participation procedures.
- Maintain confidentiality of consultation information.
- Obtain permission for any photographs, recordings or identifiable quotations.
- Immediately follow agreed safeguarding procedures if a serious protection concern is disclosed.
- Do not design the Peer Advocate role to include diagnosis, clinical treatment, investigation or case management beyond the approved role.
- Ensure the final guideline includes clear boundaries, referral and escalation procedures.

Ownership and Confidentiality

All materials developed through this consultancy, including drafts, final guideline, tools, templates, diagrams and editable source files, will be submitted to BDS and handled according to the signed agreement. The consultant must keep BDS and participant information confidential.

Interested consultancy organizations /individuals who meet the above requirement may apply with their technical (LoE) and financial proposals along with CV **through bds.jobs2012@gmail.com by 18 Aug 2026**. The selection will be based on the combination of technical expertise, relevant experience and proposed budget.