

**AT Fellowship**

**Positioning OPDs as Equal Partners on Assistive Technologies**

**Terms of Reference[[1]](#footnote-2)**

1. **Background**

**Position:** AT Fellowship, IDA-GDI Hub-AT2030

**Description of the organisation:** The International Disability Alliance (IDA) was established in 1999 and is a network of eight global and, six regional organisations of persons with disabilities (DPOs). IDA advocates at the UN for a more inclusive global environment for persons with disabilities and their organisations. IDA supports organisations of persons with disabilities worldwide to take part in UN and international human rights processes and use international accountability mechanisms. More information is available on [www.internationaldisabilityalliance.org](http://www.internationaldisabilityalliance.org).

IDA is executing activities around Assistive Technology (AT), guided by the CRPD’s recognition of the importance of AT and the creation of State Obligations to promote AT for the full and effective participation and inclusion of persons with disabilities in all areas of life.

IDA collaborated with the WHO on its priority [Assistive Products List (APL)](https://apps.who.int/iris/bitstream/handle/10665/207694/WHO_EMP_PHI_2016.01_eng.pdf), encapsulated in the report, “Improving access to assistive technology for everyone, everywhere.” IDA co-chairs the [GLAD Network](http://gladnetwork.net/) and is the permanent co-host of the [Global Disability Summit](https://www.globaldisabilitysummit.org/) (GDS), forums which have had extensive discussions about AT with determining concrete actions. IDA is also a founding member of [ATscale, the Global Partnership for Assistive Technology](https://atscale2030.org/), and is the only global organization of persons with disabilities (OPD) serving on its Forming Committee.

[Global Disability Innovation Hub](https://www.disabilityinnovation.com/) (GDI Hub) is a research and practice centre driving disability innovation for a fairer world. GDI Hub is operational in 41 countries, has reached 23 million people since its launch in 2016. GDI Hub became founding partner of WeThe15 campaign, co-sponsored world report on assistive technology and contributed to over 150 publications.

The GDI Hub led [AT2030](https://at2030.org/) program aims to reach 9 million people directly and 20 million indirectly. The AT2030 initiative has done much work on AT, including 84 research papers or tools. AT2030 is operational in 35 countries globally.

**Description of the project:** IDA, GDI Hub and AT2030 are implementing a project **“*Positioning OPDs as Equal Partners on AT”*** (hereinafter referred to as the AT Project) with the aim to strengthen the role of persons with disabilities and their representative organisations (OPDs) in the use of and access to AT in different parts of the world by reinforcing their technical capacities and contributing to the production of research and knowledge on AT, and to reduce the gap in knowledge among relevant duty bearers, actors and service providers about AT and to document experiences of diverse groups of persons with disabilities who either currently using AT or trying to access it.

**About IDA Fellowship Programme:** The IDA Fellowship Programme has a dual objective of providing support to IDA members to advance the rights of persons with disabilities and to build the capacities of individual disability activists as contributors to the disability rights movement. IDA fellowships provide a unique combination of opportunities for learning, mentorship, exposure to different policy, advocacy and monitoring processes, and contribution to initiatives aimed at advancing the rights of persons with disabilities in the Global South. Fellowships are mutually beneficial for the fellow and the hosting organisation.

More information is available on www.internationaldisabilityalliance.org/ida-fellowship-program

1. **Fellowship advert**

**Background on AT Fellowship**

Under the aforesaid AT project, a **AT Users Community of Practice** will be created comprising five AT user fellows (under IDA’s fellowship programs) from four regions in the Global South (Africa, Asia, Latin America, and Middle East and North Africa - MENA). This panel of five AT users will be available to stakeholders working on AT to act as a reference group and provide evidence-based technical support from the perspective of persons with disabilities. This will be facilitated by the IDA Secretariat and supported by AT Officer (ATO), in close collaboration with the GDI Hub. Forum members will also disseminate research and information about AT and advocate for AT access for persons with disabilities in their regions.

C. Criteria for AT Fellowship Applicants

# Roles and responsibilities

1. **Empowerment of AT movement, capacity building of AT users, and building AT community**

* Mobilizing AT users and their representative organisations in their respective countries/ regions.
* Awareness campaign and disseminate AT information among OPDs, potential AT users and their family members.
* Support IDA Community of Practice engagement in AT including through surveys.
* Support the facilitation of events at the national and regional levels on AT.
* Identification of potential allies and new stakeholders in respective countries.

1. **Research and Knowledge products**

* Provide evidence-based technical support and produce case studies.
* Act as reference group for technical support requests around AT.
* Contribute to the quarterly AT Digest by writing insightful articles, case studies for each quarter.
* Contributing to the AT Survey by supporting the framing of questionnaire, reaching out to the respondents and data analysis.
* Supporting reporting around the implementation of the project.

1. **Support with timely documentation, reporting and communication.**

* Support capture and documentation of learnings, consultation reports and other reference materials.
* Monthly report in a prescribed format

# Reporting line of the AT Fellows

The AT Fellows will report to IDA’s Fellowship Program managed by IDA Capacity Building Unit. IDA AT Officer (ATO) will be responsible for mentoring, supervising and management of the AT Fellows.

# Duration

The position shall apply from June 2023 to March 2024, unless extended by mutual agreement in writing by the Parties.

# Location

The fellows will work from home; however, they may be asked to work with IDA’s member or member’s member organization when required.

# Skills and Qualifications

## Requirements

* At least 3 years of relevant work experience within the disability rights movement,
* A graduate degree or equivalent work experience in relevant fields
* Knowledge of and exposure to current developments around **Assistive Technology**, and of the UN Convention on the Rights of Persons with Disabilities, as well as the Sustainable Development Goals
* Good knowledge of Agenda 2030
* Good written and oral communication skills in any from English, Spanish or French
* Commitment to the human rights of persons with disabilities and experience of supporting meaningful engagement of organisations of persons with disabilities, including from underrepresented groups.
* Ability to work collaboratively, as well as to respect multiple deadlines.
* Practical experience in communication and use of social media
* Flexibility and capacity to work with limited supervision.
* Knowledge of communication and information accessibility requirements
* Demonstrated experience working with underrepresented groups of persons with disabilities.

Desirable requirements

* Previous experience working in similar position.
* Being Bridge CRPD-SDG alumni or having attended equivalent trainings in the past.
* Work and/or life experience in Global South (Africa, Asia, Latin America and MENA).

Other considerations

* Daily access to internet and a personal computer
* Willingness and ability to work occasionally at non-standard hours, in different time zones.
* Willingness to remain available on instant communication modes like WhatsApp and Microsoft Teams.
* Persons with disabilities are highly encouraged to apply, from the underrepresented groups.

**Rights and Benefits**

* The members of the Community of Practice will benefit from the mentorship process that is a cornerstone of IDA’s capacity building work. In addition, the members will also engage with the GDI Hub through the faculty and students of the MSc Disability, Design, and Innovation at UCL East. Members will be supported to gain exposure to the AT movement and offered opportunities to interact with other areas, for instance, education, employment, access to justice, humanitarian, and disaster risk reduction etc., through IDA’s work.
* AT Fellows will be provided with a monthly honorarium for the duration of their fellowship, as well as costs related to reasonable accommodations they may require for their full and effective participation on the fellowship.

1. **Application Form**

* **Confidential.** All information given on the application will be treated in a confidential manner.
* Please **complete in type only**. Once completed, please return this form via email to [**Consultancy@ida-secretariat.org**](mailto:Consultancy@ida-secretariat.org) indicating in the subject line: “**AT Fellowship”.**
* We kindly ask candidates **not to attach** a separate CV or motivation letter to the application.
* After receiving your application, a confirmation of receipt will be sent to you via email. Should you not receive a confirmation, please contact the IDA Secretariat by email.
* **Closing date for receipt of applications: 14 May 2023**.
* Only completed application forms will be accepted. Any applications received after the closing date will not be considered. *Only shortlisted applicants will be informed about the next steps of the selection process.*
* Note: IDA Board Members and Board Members of IDA’s Member Organizations are not eligible for this Fellowship Programme.

## Application Form

**Forename(s) or given name:**

**Home address**:

**Telephone** (cellular):

**E-mail:**

## Education

### General education (schools from age 16)

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| --- | --- | --- |
| **Name and address of school** | **From / to** | **Qualifications obtained**  **(level and grade)** |
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### Further/higher education

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| --- | --- | --- | --- |
| **Name and address of college/university** | **From / to** | **Full-/**  **part-time** | **Qualifications obtained** |
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### Training and development

Please give details of any training courses attended which are of direct relevance to your application.

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| **Title of the training and training provider** | **Date of training** | **Qualifications obtained** |
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### Membership of technical or professional bodies

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| **Membership Name and Organisation** | **From / to** |
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## Present and previous occupations

Please give details of your occupation(s) starting with the most recent. Please include any unpaid work that is relevant to the post and explain any gaps.

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| **Employer's name and address (please start with current/ most recent)** | **From/to** **(month/year)** | **Position held including brief description of your duties** |
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## Language skills, including sign language

### Reading skills

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| --- | --- | --- | --- | --- |
| **Language** | **Excellent** | **Very good** | **Good** | **Basic** |
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### Writing skills

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| --- | --- | --- | --- | --- |
| **Language** | **Excellent** | **Very good** | **Good** | **Basic** |
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### Verbal skills

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| **Language** | **Excellent** | **Very good** | **Good** | **Basic** |
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## Computer literacy

**Please indicate your computer knowledge stating all the software programmes you are confident using.**

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| --- | --- | --- | --- | --- |
| **Software Programme** | **Excellent** | **Very good** | **Good** | **Basic** |
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**Please explain how you meet the employment specifications and give us any further information about yourself that is relevant to this application. Please keep your response to one page.** (NOTE: This section of the application is one of the most important and will be considered as your motivation letter to the vacant position within our organisation)

## Supplementary information

### What is your preferred reading medium? Please underline:

Ordinary print

Digital format

**If you were short listed for interview, would you have any special requirements such as timing, wheelchair access or the presence of an interpreter or signer? Please specify.**

**Have you ever been convicted of a criminal offence?**

## References

Offers of employment/contracts are subject to receipt of satisfactory references. Please provide the names, addresses and telephone numbers of at least two referees, one of whom should be your present or most recent employer or an academic referee if more appropriate. Referees will not be contacted without your prior permission.

**Referee 1**

Name:

Position: ……………………………………………………………………………….

Address:

Telephone number: ………………………………………………

E-mail:

What is your connection with this referee?

May we approach this referee prior to interview?

### Referee 2

**B.** Name:

Position: ……………………………………………………………………………….

Address:

Telephone number: ………………………………………………

E-mail:

What is your connection with this referee?

May we approach this referee prior to interview?

### Referee 3

Name:

Position: ……………………………………………………………………………….

Address:

Telephone number: ………………………………………………

E-mail:

What is your connection with this referee?

May we approach this referee prior to interview?

**Declaration**

I declare that the information provided on this form is correct to the best of my knowledge and understand that any information submitted in connection with employment and subsequently found to be incorrect or deliberately misleading could lead to dismissal without notice.

**Signed** **Date**

1. Please see the application form at the end of this terms of reference [↑](#footnote-ref-2)