

IDA’s Online courses’ platform

**Consultant(s): Inclusive budgeting - Course Development**

**Terms of Reference**

January 2023

# I. About IDA

The [International Disability Alliance](http://www.internationaldisabilityalliance.org/) is an alliance of 14 global and regional organisations of persons with disabilities, which brings together over 1,100 organisations of persons with disabilities and their families from across eight global and six regional networks. Together, IDA promotes the rights of persons with disabilities across the United Nations' efforts to advance human rights and sustainable development and supports organisations of persons with disabilities to hold their governments to account and advocate for change locally, nationally and internationally.

More information is available on [www.internationaldisabilityalliance.org](http://www.internationaldisabilityalliance.org)

# II. About IDA’s capacity building

Since 2010, IDA and its members have invested in capacity building of persons with disabilities and their representative organizations, with a focus on the Global South and underrepresented groups. In 2012, IDA began reviewing platforms for accessible online courses to develop its own online courses. Based on lessons learned, IDA set the stage for implementing this initiative in 2020.

Our efforts have been accelerated by the COVID19 pandemic. IDA has partnered with its members to launch an online course platform to offer a variety of courses on key aspects of the CRPD, the 2030 Agenda, and the full and effective participation of persons with disabilities in society. To this end, IDA is seeking consultants to develop a curriculum of courses for the platform.

# III. Course topic

In light of discussions with a variety of stakeholders including IDA members, Bridge CRPD-SDGs alumni, partner organizations, a need for a course on budgeting to support inclusive public policies has been identified.

A consultant is required to lead the development of an online course on Inclusive Budgeting in line with the principles of the CRPD and its authoritative commentaries.

# IV. Services required

The assignment comprises the development of a comprehensive course on inclusive and CRPD-compliant budgeting suitable to be hosted online and be self-administered by the learner.

The scope of the services to be provided by a course development consultant include:

* The development of the course curriculum and methodology
* The development of detailed outlines of individual modules to cover a range of issues, including:
	+ The definition and understanding of inclusive budgeting
	+ The process of budget development
	+ The approaches to budget analysis for compliance with the CRPD
	+ National and international advocacy for inclusive budget targeting OPDs and other civil society actors
* Overseeing the development of the materials by technical consultants in accessible and publishable formats and verifying content for accuracy and flow.

Where relevant and necessary, the course methodology should include the combination of:

* An onboarding quiz, pre-course questionnaire, feedback questionnaire etc;
* Creating basic outlines, content and storyboards of proposed materials split into logical progressive modules, e.g. text on slides, data for infographics, proposing links to existing YouTube videos etc. for conversion into illustrations, videos and accessible formats by IDA empaneled consultants;
* An assessment mechanism for individual modules within a course i.e. the necessary requirement to progress to the next level;
* Presentation of the course before IDA members, peer review groups at stages of both content development and hosting on platform, and incorporation of feedback related to content, usability and accessibility, supported by the Online Platform team.
* The development of materials for the course in accessible formats might be supported by IDA staff and consultants.

The development of the Course will be supported by the IDA Online Platform team that will provide guidance and initial feedback to the materials, and coordinate the feedback from test users regarding the content, usability and accessibility.

All intellectual property regarding the course created including materials will vest with IDA, and IDA reserves the rights to adapt the curriculum or update it in the future.

# V. Skills and Qualifications

Requirements

* Demonstrated track record (publications, training) of working on issues related to the development of inclusive budgets, budget analysis and advocacy at national and/or international level(s)
* Excellent knowledge of the global disability movement and a minimum of 5 years of experience of working with representative organisations of persons with disabilities
* Excellent applied knowledge of the CRPD
* Good knowledge of development agenda and dynamics and experience in working with multiple stakeholders
* Experience in conducting training on inclusive CRPD-compliant budgeting
* Awareness of accessibility requirements across the diversity of persons with disabilities with regard to accessing online materials
* Excellent written and/or oral communication skills in English
* Ability to work collaboratively and to multi-task
* Flexibility and capacity to work with limited supervision
* Ability to work within a multicultural team in decentralized locations

Desirable requirements

* Work and/or life experience in Global South countries
* Experience in conducting online trainings on the subject core area
* Fluency in reading and writing French, Spanish, Russian or Portuguese

Other considerations

* Daily access to high speed and stable internet and a personal computer

# VI. Duration

The position is a consultant position that shall apply from February to June 2023, unless extended by mutual agreement in writing by the Parties.

# VII. Application Package

Please send the application package to consultancy@ida-secretariat.org with the subject “Online courses’ platform” no later than 12 February 2023.