**DRAFT OUTLINE OF THE PURPOSE OF THE TECHNICAL ADVISORY TEAM**

1. The key objective of the Technical Advisory Team (TAT) is to **provide technical advice, expertise and mentoring support on an on-going basis** to the GOJ/PEU. The TAT will be comprised of technical experts in their chosen fields, able to draw on international best practice and tailor it to the local context in Jamaica.
2. CSJP 3 is a more complex and challenging programme than CSJP 1 and 2. The need for this TAT is based on the recognition that the PEU has been an efficient and competent implementer of CSJP. However, in order to manage the complex transition from direct implementation to government service delivery additional technical assistance is required.
3. The technical assistance is designed to support the GOJ/PEU to deliver the programme effectively, meet stated programme objectives and deliver the target results. Given the gaps in delivering, tracking and reporting results at outcome and impact levels, this will be a key area to focus on. The TAT will provide key technical advice in core areas and complement this with additional expertise that will be available on a demand basis.
4. The TAT also serves to provide a **feedback mechanism** where lessons are learned during the course of the programme and adjustments to the programme are made based on what is and is not working. As the TAT develops an in-depth understanding of the programme and context, it will be able to identify areas that the GOJ/PEU can adjust directly, as well as areas for further technical advice and support (which may require the expertise of other specialists). The issues for further analysis and support will be agreed by the Programme Steering Committee.
5. The main recipient of technical assistance will be the PEU. However, the MNS, as the ministry responsible for oversight of the PEU, may also request technical assistance in areas relevant to the delivery of CSJP3. For example, monitoring and evaluation systems require strengthening in the PEU, and the MNS and MOJ recognise their own capacity constraints. Therefore, in this case it would be sensible to build the capacity of both the PEU and the MNS in this area, as well as MOJ. As other MDAs come on board, they may also require technical assistance. Reasonable requests will be accommodated within the work plan of the TAT where possible. The work plan will be signed off by the Programme Steering Committee.

**Scope**

1. The experts will provide advice that supports the programme to achieve its stated objectives and outcomes. The success of the TAT will depend on the team members’ in-depth understanding of the programme, their ability to apply their expertise and global best practice to the programme, and on-going assessment of the implementation of advice given. The scope of the work is four fold:

* **Strategic** – The TAT will help strengthen the strategic direction of the programme with the explicit use of the “public health approach to violence reduction” to guide programme decisions and choices. This approach marks a shift in emphasis of the programme, away from broad based interventions designed to target as many people as possible to targeted support to the most “at-risk” groups (perpetrators and victims of crime). This approach is flexible and responsive to patterns of crime and violence, and therefore requires a more flexible delivery model for CSJP, which has traditionally worked in a fixed list of 50 communities. While the number of communities will not be increased in CSJP3, the programme allows for certain interventions in non-CSJP communities as a “rapid response” to unexpected flare-ups of violence.
* **Technical** – The TAT will provide technical advice on the issues of citizen security and justice. Whilst the programme is addressing issues of crime and violence within vulnerable communities, the approach is multi-disciplinary with interventions crossing a range of technical issues. Specialised knowledge and expertise currently unavailable in the PEU and GOJ will be provided by the TAT.
* **Operational** – The programme implementation model has been a centralised one where the PEU has been responsible for the implementation of all interventions (in many cases through MOUs and contracts with NGOs and CBOs), staffing and budgetary issues. The plan is to move to a decentralised model with certain functions of the PEU phased out and passed to the most relevant MDAs (which may in turn sub-contract implementation to a specialized NGO or CBO). This will require a clearly defined transition plan, and support provided to the MDAs responsible for programme implementation. The adoption of the public health approach will also require interventions to be provided in a flexible manner, and focused on the individual in the first instance, and therefore may require a shift away from the fixed list of 50 communities. The TAT will provide ongoing advice and mentoring on these complex changes.
* **Learning lessons and real time feedback** – the TAT will track and monitor CSJP data and results to ensure that the programme is on track to meet its objectives. This on-going analysis will provide early warnings for interventions that are not working and also highlight interventions that are working and can be further supported. The GOJ is keen to retain flexibility in the programme, so that it can adapt to evolving needs and situations.

**Tasks**

1. This is an initial list of possible tasks to be undertaken by the team. Further tasks will be agreed in the team’s first visit to country, with regular reviews of their work plan. The TAT would be asked to prioritise the support in the following areas:

* TAT work plan
* Public health approach to violence prevention road map
* Analysis of selection criteria and systems used for particular interventions.
* Analysis of the prioritisation and sequencing of targeted interventions in selected communities.
* Support development of the Transition Plan

1. **Team composition and required skills**

There will be a core team of 3-4 people with the skills specification listed below:

* **Team leader** – The team leader will have technical expertise and experience of working on the **public health approach to crime prevention**, preferably in a developing country setting.
* **Deputy team leader** – This person is an expert on change management in a developing country setting.
* **Monitoring and Evaluation expert** – a dedicated expert is required due to the importance of M&E.
* **Jamaica expert** – If one of the above people do not have the requisite expertise on Jamaica, then another member of the team will be required to provide the Jamaican expertise.

The below list reflects identified core **expertise** that the programme will require. We require experts to demonstrate evidence of experience of working in the Latin America & Caribbean region:

* **Gender-Based and/or Intimate Partner and Family Violence** expert.
* **Community Governance** expert.
* **Labour market** expert.
* **Community Justice** expert
* **Mass Communication** expert

Supplementary expertise may be required in a range of fields that will be specified in the full ToR.

1. **BUDGET**

The budget total of US$1.1m covers **5 years** of input from 1 Team Leader and 3 additional Core Team members (34 days a year each), plus an additional 4 experts (with 8 days input per year). The budget covers all international travel and subsistence.