

Terms of Reference

Developing the Mothers Empowerment Program at the Jerusalem Princess Basma Centre

Title of the project: Empowering Youth with Disabilities

Country of project implementation: West Bank and East Jerusalem

1. Organization Background:

The Jerusalem Princess Basma Centre (JPBC) is a charitable, non-governmental, non-profit organization that operates under the umbrella of the Anglican Episcopal Church of Jerusalem and Middle East. Established in 1965, JPBC provides comprehensive rehabilitation and inclusive education to children with disabilities from all Palestinian cities across the West Bank, Gaza and East Jerusalem. In 1993, JPBC was identified by the Palestinian Ministry of Health as one of the big four national referral centers for the rehabilitation of children with disabilities. JPBC is also a member of the East Jerusalem Hospitals Network, and it was also the first and only (so far) rehabilitation center in Palestine to receive the accreditation by the Joint Commission for International "JCI" for the quality health services provided at the Centre in December 2015.

JPBC works on the inclusion of children with disabilities through their medical rehabilitation and inclusive education. Our work is guided by the fundamental values expressed in the UN Conventions on the Rights of the Child and the Rights of Persons with Disabilities.

Who we serve?

JPBC serves all children with disabilities from the West Bank, Gaza and East Jerusalem and their family members in particular their mothers through the Mother's Empowerment Program. The ages of these children are from birth until 15 years old in the child rehabilitation center and from 3 years until 18 years in the Inclusive School. In addition to that, JPBC manages a vocational training workshop for adult persons with disabilities from the East Jerusalem area.

The children that receive services at the Child Rehabilitation Centre are children with Cerebral Palsy, Muscular Dystrophy, Delayed Development, Dawn Syndrome, visual and hearing impairments, and other forms of paralysis, Autism Spectrum Disorder (ASD) and Attention Deficit Hyperactivity Disorder (ADHD). JPBC treats around 800 children per year in the Rehabilitation Centre, provides education to around 500 children (33% are children with disabilities) at the Inclusive School, and 24 adults with disabilities at its Sheltered Workshop. JPBC has an outreach program that reaches and builds capacities of partner organizations across the West Bank and Jerusalem.

2. Program Background:

As part of the holistic and multidisciplinary approach the Jerusalem Princess Basma Centre has been implementing in its rehabilitation services for children with disabilities, a Mother's Empowerment Program has been developed to better serve children with disabilities and their family members. This program is a tangible part of the service provision provided to the children with disabilities during their 2-3 treatment process in the Children Rehabilitation Centre at JPBC, and it entails 3 main pillars:

- **First Pillar:** is the “Shadow therapy approach”, with the aim teach the mothers the best skills and practices during her stay with her child for the comprehensive rehabilitation services which vary from two to three weeks. During this the mother observe and perceive the know-how transfer of the treatment done by the therapist during the first week of her stay, and then get involved in the treatment in the second week. At the end of each admission the mothers would receive a customized home program to continue with the therapy exercises she learnt at home. Further follow up with the mothers and children is usually done every three months, and this is done through the Outreach Program with the partner Community Based Rehabilitation Organizations.
- **Second Pillar:** is the psycho-social support program, where mothers are provided with psycho-social support services where individual and group counseling sessions take place. This also involves teaching the mothers on parenting skills, as well as releasing negative energy and emotions through ice-breaking activities and music therapy.
- **Third Pillar:** is educating mothers and raising their awareness on different issues that are related to her wellbeing and the wellbeing of her child, this may include but not limited to topics such as: health, nutrition and home-safety measures, rights and needs for children with disabilities.

3. Purpose of the Consultancy:

The purpose of the consultancy is to support the JPBC to further develop the Mothers Empowerment Program (MEP), which can be achieved by meeting the following deliverables by the consultant:

- Review, assess and evaluate the existing strategies, procedures, and assessment tools of the program.
- Create a database of resources in support of mothers in their geographic areas
- The consultant and in coordination with the JPBC staff will refine and develop the assessment tools for regular internal monitoring and reporting.
- Together with JPBC staff the consultant will work on developing a MEP manual documenting approved refined strategies, processes, assessment tools and the learning mechanism for the three pillars of the program.
- Specifically, the consultant should suggest in coordination with JPBC further improvement and development of the third pillar (Education and Awareness Raising) for the mothers, through developing training and capacity building materials for both the beginning and advanced levels of the MEP (including educational/awareness raising topics, content and training materials for each topic). The potential topics to be developed are (but not limited to):
 - Inclusion
 - Child and Mother Health
 - Rights of Children with Disabilities
 - Child Protection and Child Safeguarding
- Provide recommendations for the future growth of the Mother’s Empowerment Program’s education pillar beyond the scope of the consultancy
- Provide recommendations for the future growth of MEP program to include our CPROs partners.

4. Proposed Time Frame:

Duration of assignment: **6 months starting September 1st, 2018**

5. Qualifications of the consulting party:

JPBC seeks a qualified independent consultant or a consulting firm with proven experience in the field of the sought consultancy.

6. Intellectual Property

All information pertaining to this project (documentary, audio, digital, cyber, project documents, etc.) belonging to the JPBC, which the consultant or the consultancy firm may come into contact with in the performance of his/her, duties under this consultancy shall remain the property of the JPBC who will have exclusive rights over their use. Moreover, all materials produced for JPBC by the consultant or the consulting firm will be the property of the JPBC who will have exclusive rights over their use. Except for purposes of this assignment, the information shall not be disclosed to the public nor used in whatever without written permission of the JPBC in line with the national and International Copyright Laws applicable.

7. Application Procedure

Applicants are required to submit the following:

- A letter of Interest, stating why you consider yourself or your firm suitable for the assignment.
- Brief methodology on the approach and implementation of the assignment.
- Personal CVs
- Work references - contact details (e-mail addresses) of referees (firms for whom you've produced similar assignments).
- Technical proposal contains the following (work plan, time table).
- The proposals must be submitted in separate sealed envelopes (the technical proposal in one envelope and the financial proposal in another envelope) but both envelopes placed in one large envelope.