

Terms of Reference

Re-advertisement: Long-Term Consultancy: Land Rights Technical Expert

Project: Access to Land – Lao Women’s Economic Development (ALLOWED)

Location: Vientiane Capital, with coordination in Champasak, Savannakhet, and Bokeo

Duration: 2025–2027 (approximately 60 working days over 2 years; 2–3 training days per month on average)

About Cord Laos

Cord is an international non-governmental organization (INGO) headquartered in the United Kingdom with an operational team based in Laos.

For over 50 years, Cord has worked globally with communities affected by conflict. Our approach is grounded in the belief that people can only thrive where strong and constructive relationships exist between Government, Civil Society, and the private sector. By fostering dialogue, dispute resolution, and trust-building, we contribute to inclusive development, improved governance, and the realization of rights.

Cord Laos operates through a dedicated, multi-disciplinary team of national and international experts, working closely with partners across sectors under a multi-donor, multi-partner program.

About the ALLOWED Project

The overall objective of ALLOWED is to empower women in Laos to have greater access to and control over economic assets as a result of collective efforts, secure access to land and improved economic agency. ALLOWED will strengthen women’s collective voice and agency by equipping them with the necessary skills, tools and knowledge to raise awareness of women’s land rights, while working with their male counterparts to challenge the gender norms that can be a barrier to women. It will support trained Women Leaders (WLs) to secure their access to land by supporting them to participate in land management and planning decision-making processes. Finally, ALLOWED will ensure women’s long-term economic resilience by supporting them to establish new sustainable businesses and collectively access markets.

To ensure high-quality technical inputs, the project seeks a qualified firm, INGO, or organization (hereafter referred to as “the Service Provider”) to provide long-term advisory support in the design, refinement, and implementation of the project’s land rights training approach.

Description of the Assignment

The purpose of this assignment is to provide technical leadership, guidance, and quality assurance for the project's land rights training framework. The Service Provider will ensure that training content is legally accurate, contextually appropriate, participatory, and aligned with national land legislation, policies, and best practices in community land rights education.

Objectives of the Assignment

Overall Objective

The purpose of this assignment is to provide technical leadership, guidance, and quality assurance for the project's land rights training framework. The Service Provider will ensure that training content is legally accurate, contextually appropriate, participatory, and aligned with national land legislation, policies, and best practices in community land rights education.

Specific Objectives

- Review existing curriculum, training modules, and materials.
- Strengthen and refine content for technical accuracy, usability, and gender sensitivity.
- Develop complete training materials (PPTs, facilitator notes, visual aids, exercises, handouts).
- Provide technical support during monthly training sessions (2–3 days per month).
- Update the curriculum based on field feedback throughout the project period.

Scope of Work

The Service Provider will provide ongoing, part-time technical support, expected at 2–3 days per month. Key tasks include:

A. Technical Leadership

- Lead the development and refinement of the project's land rights training approach for community members and CSOs, adapting existing materials and guides as appropriate for the project.
- Ensure training materials reflect current land laws, regulations, and administrative procedures.
- Integrate gender, social inclusion, and conflict-sensitive perspectives into training curricula.

B. Curriculum and Materials Development

- Review, update, and validate training modules, facilitator guides, and learning tools.
- Develop supplementary materials such as case studies, visual aids, or simplified legal explanations for community use.

C. Capacity Strengthening Support

- Conduct training-of-trainers (ToT) sessions for project staff, facilitators, and partner organizations.
- Offer mentoring and technical backstopping to trainers implementing the curriculum.
- Review training plans to ensure consistency and quality.

D. Advisory and Quality Assurance

- Provide expert review of project outputs related to land rights education and advocacy.
- Advise the team on emerging policy changes, risks, and opportunities related to land governance.
- Participate in key planning meetings, reflection sessions, or learning events.

E. Monitoring, Learning, and Adaptation

- Support the development of tools to assess knowledge gain and training effectiveness.
- Contribute to learning reviews and recommendations for curriculum improvement.
- Provide brief technical notes or inputs into project reports as needed.

Duration and Level of Effort

Approximately 60 working days over 2 years (2026–2027). Estimated LOE to be 2–3 working days per month, with additional days possibly required during peak development and/or training periods.

Deliverables

Key deliverables may include, but are not limited to:

- Land rights training curriculum for Village Land and Forest Committee, wider community members and CSOs (adapted from existing training materials and curricula).
- Training-of-trainers session(s) with associated materials.
- Technical review notes on training content and implementation quality.
- Quarterly technical advisory inputs summarizing key recommendations.
- Annual learning and adaptation report on the training approach.
- Ad hoc technical briefs on land law changes or relevant policy developments.

Required Qualifications

For Individuals/ Firms / Organizations

- Demonstrated institutional expertise in land governance, land tenure, natural resource management, human rights, or related fields.
- Proven track record (minimum 7–10 years) in implementing land rights or land governance programs.
- Demonstrated experience designing and delivering training for communities and CSOs.
- Strong understanding of national land laws, customary land practices, and administrative systems.
- Experience applying participatory learning methodologies.
- Strong facilitation, communication, and advisory capacity.
- Experience working with INGOs, civil society, and community-based organizations.
- Availability of qualified key personnel (lead expert and team members) meeting the above competencies.

Coordination and Reporting

The Service Provider will work under the supervision of the ALLOWED Project Manager and coordinate closely with the Cord team and its primary CSO partner MHP.

Application Procedure

Interested firms, INGOs, or organizations that meet the required qualifications are invited to submit the following documents:

- a) Individual/Company/organization profile, including relevant experience and portfolio of work
- b) CV(s) of key personnel (lead expert and team members)
- c) A cover letter outlining relevant experience and proposed daily rate or fee structure
- d) Examples of relevant previous assignments demonstrating experience and suitability

For additional information, interested applicants may contact:

Dr. Bounphama Phothisane; Email: bphothisane@cord.org.uk

All required documents should be submitted by email to: bphothisane@cord.org.uk

No later than 04 July 2026 at 16:00.