



English (Canada) ▾

Opportunities with Digna: Application Form

Digna is seeking a variety of experts, consultants, organizations and service providers to support their network of non-governmental organizations to work toward the shared goal of preventing and addressing sexual exploitation and abuse in the delivery of international assistance.

The purpose of this form is to collect basic information on you/your organization and interest in available opportunities.

If you have any questions, please do not hesitate to contact us at digna.info@cooperation.ca.

Thank you!

Please select which opportunities you are interested in (select all that apply):

- PSEA training facilitation (InterAction Modules)
- PSEA training facilitation & content development
- Research consultancy: Digna's future services and feasibility study
- Being featured in Digna's online database

Basic Information

BASIC INFORMATION

Please note that mandatory fields will also be displayed on the database, if you consent to being featured.

Name *

First Name

Last Name

Email address *

example@example.com

Phone Number

Working Languages *

English

Français

Other/Autre

Gender *

Woman

Man

Non-binary

Prefer not to disclose

Prefer to self identify

Name of organization (if applicable)

Website

LinkedIn

Country *

Where are you located?

Region

Province, state, region

Geographical coverage *

Where do you work? (i.e. globally, in a specific region or country?)

Reference 1 *

Name

Organization

Email

Phone

Relationship

Reference 1 Consent

- Application reference: I consent to this reference being contacted.
- Database reference: I consent to the name of this organization being displayed on the database for reference by potential clients.
- Other

Reference 2 *

Name

Organization

Email

Phone

Relationship

Reference 2 Consent

- Application reference: I consent to this reference being contacted.
- Database reference: I consent to the name of this organization being displayed on the database for reference by potential clients.
- Other

CV or other relevant documents (optional)

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online database. Please read the details and let us know if you would like to be featured.

Database details

Digna is committed to increasing access to relevant and available resources to organizations in our network so they can choose to use them as needed. Digna is creating an Online Database to achieve this. This database will be a list of identified resources and professionals that can offer support services to organizations to support their work to PSEA. If you are an individual, organization, or service provider who can offer these services and wish to be added to the database, we want to feature you!

Note: Digna is not a survivor support centre, and cannot offer intervention, legal advice, or serve as a reporting agency on behalf of survivors.

Terms and conditions

Digna would like to ensure that the resources in our database are of value to Canadian organizations, and that we can say we have done our due diligence regarding the resources we are publicizing. The following process and terms will be applied to those who wish to be featured on our database on an ongoing basis:

- Individuals, organizations and service providers submit their profile here. To view the full list of questions in the Profile ahead of your online submission, download the document here.
- Provide the contact information of at least one reference for someone who has used your [services/resources] (ideally in the context of a Canadian organization, or international cooperation).
- Digna will use our vetting criteria to screen all submitted resources:
- Mandatory criteria:
 - Content:
 - Relevant to the subject of prevention and addressing sexual

exploitation and abuse.

- Relevant to the international cooperation sector
- Can provide references (ideally by at least 1 Canadian CSO working in international cooperation)
- Available to Canadians/in Canada
- Types of resources
 - Easily accessed, shared, and understood by any person.
 - Survivor-centered or driven initiatives and resources.
 - Range of services or providers inclusive of BIPOC, LGBTQ+, different backgrounds, cultural contexts, religions, and abilities.
 - Clear steps and actions on how to access or use the resource.
- Desired criteria:
 - Multiple languages available (English and French are priority)
 - Available in the long-term
 - Virtual tools/resources that are accessible (i.e. offline, downloadable, accessible)
 - Engaging and easy to process resources in times of distress or need for quick answers.
- Digna will confirm your listing and payment of the annual fee before publishing the information provided.
- Digna will review listings annually and remove listings who are unresponsive, fail to pay the fee, or receive negative feedback from our network.

Financial considerations

An annual listing in the database costs \$100 for the rest of 2021, and subsequent renewal in 2022 will be \$50.

Why are we asking for a fee? To ensure the financial sustainability of providing a database, with the goal of supporting organizations in PSEA in the long-term. As a listed service provider, you will gain potential clients from our large network of organizations. If this fee is not viable for you or your organization, we would be happy to work with you to find a solution.

Questions? Reach out to digna.info@cooperation.ca

Database consent

- Yes, I consent to my information being shared on Digna's online database.
- I agree to pay the listing fee once confirmed.
- No, I do not consent to my information being shared (only applying for specific

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Please provide a brief description of your services. This description will be used on the website.

English Description (If you provide services in English)

Type here...

Description en français (si vous fournissez des services en français)

Type here...

Profile

Please share how you/your services are related to the prevention of sexual exploitation and abuse in international cooperation. Please note that mandatory fields will also be displayed on the database, if you consent to being featured.

Area of specialty *

How can you support organizations in PSEA? *

Type of service *

Target demographic/user of your services *

- Organizations
- Women
- Men
- Specific populations: please specify, separating each demographic with a comma

Which policy frameworks related to SEA guide your work/are you familiar with?

Briefly describe how your work/experience is related to sexual exploitation and abuse

Type here...

Briefly describe your experience/connection to international cooperation

Type here...

Training facilitation

[View consultancy details](#)

Digna will hire multiple consultants to develop and/or deliver training on behalf of the program. Individuals and organizations may apply to one or both of the available opportunities for training delivery. Below are the desired skills for both opportunities:

Desired skills:

- Ability to develop or facilitate training, preferably with some experience using online platforms.
- Knowledge of preventing and responding to sexual exploitation and abuse in the context of international assistance.
- Strong understanding of gender-responsive, intersectional, survivor-based and trauma-informed approaches.
- Ability to discuss sensitive topics with a high level of discretion and compassion.

Language:

- Excellent spoken proficiency in either English, French, or both languages is required.
- Ability to write reports in English and/or French.

Please briefly describe your experience in delivering trainings, and why you are best placed to deliver trainings on the prevention of sexual exploitation and abuse.

Type here...

Applicants who successfully pass the first screening will be asked to pass an interview.

If you have any specific training certifications, please list them here:

Training facilitation and content development

Please refer to the terms of reference for details on the priority areas for training.

[View consultancy details](#)

Contract type: Consultancy

Duration of contract: Up to 15 days of work (depending on length of training and material development required). Contracts will begin as of June 2021, until December 2022 at the latest.

Location: Remote work and virtual delivery of training sessions.

Application Deadline: Ongoing.

Deliverables:

- The consultant will develop and/or facilitate online training to staff and volunteers of Canadian organizations working in international cooperation and humanitarian assistance. The training will be on topics related to the prevention of sexual exploitation and abuse, responding to the needs identified in the attached capacity building plan.
- The consultant will ensure that course materials can later be replicated by participants within their own staff and partners in a variety of contexts, by building in space during the training for questions & guidance around how to facilitate each module

- Facilitate each module.
- The consultant will provide a report with recommendations for future capacity building opportunities delivered by Digna.

Context for trainings to be delivered

The following topics are where organizations need the most support; these will guide the focus of Digna's capacity building efforts as part of this call for proposals. Bolded words identify the highest priority topics:

- Policies and code of conduct development
 - **Gender-responsive** policies and practices
 - Recruitment and Human Resources management
- Organizational change and leadership on SEA
 - Assessing PSEA needs and prioritizing efforts as an organization.
- **Survivor-centered response** and support mechanisms
- Establishing organizational:
 - **Reporting systems** that are safe, confidential, adequate, accessible, and effective.
 - Response systems (i.e. investigations)
- Training and communicating on SEA prevention
 - Train-the-trainer approaches
 - **Working with partners** to fully implement PSEA globally in context-specific ways
 - Effectively communicating rights and reporting to communities
- International coordination of SEA prevention and response
 - International frameworks (such as OECD-DAC recommendations)
- **Monitoring, evaluation,** and reporting of SEA prevention and response.

Other areas for consideration:

- Sector-specific considerations and PSEA best practice (i.e. health, education, livelihoods, WASH, etc.)
- Learning around digital technologies and leveraging innovations in this space
- Including indigenous perspectives and leadership when developing PSEA systems

Please submit a proposal outlining what training topics you are applying to deliver and/or facilitate. Include the estimated length or options for each training as well as their sequencing, and an overview of your experience and knowledge related to delivering this type of training. This can be submitted as a document of approximately 2 pages (maximum 5), audio or video recording (maximum 10

minutes), or other medium according to your preferred ways of working. Application medium will not impact the selection process. We will be happy to work with those requesting accommodation at any stage of the process.

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Submit

Research consultancy: Digna's future services and feasibility study

Please refer to the terms of reference for full details.

[View consultancy details](#)

Consultancy Terms of Reference

Digna will hire a consultant(s) to conduct a study to identify how the sector and Digna could implement sustainable, collective resources to support the efforts to prevent and address sexual misconduct for the Canadian international cooperation sector.

Contract type: Consultancy

Duration of contract: up to 35 days of work between May to December 2021.

Location: Remote work.

Application Deadline: April 14, 2021 (midnight EST).

Deliverables:

- The consultant(s) will research best practices, available services and potential partnerships for the future of a financially sustainable model for PSEA support and collective systems for Canadian organizations.
- The consultant(s) will seek advice from relevant stakeholders (i.e. advisory committee members, working group members, Canadian and international experts on PSEA) to inform this research and to ensure that an intersectional approach is embedded in the recommendations.
- The consultant(s) will produce practical recommendations for potential ways forward and the required resources and structures needed for a feasible and sustainable model for Digna's future.

Desired skills:

- Significant research or practical experience in the context of: prevention of sexual exploitation and abuse, safeguarding, sexual and gender-based violence, international cooperation and humanitarian assistance, or other related subjects.
- Excellent ability to conduct research and produce high quality analytical recommendations, with preference for intersectional and participatory approaches.
- Knowledge of the international cooperation sector.
- Strong understanding of gender-responsive, intersectional, survivor-based and trauma-informed approaches.
- Ability to discuss sensitive topics with a high level of discretion and compassion.
- Familiarity with the Canadian landscape of potential partners and systems related to the areas of research.

Language:

Proficiency in spoken and written English and/or French required.

Application guidance:

- Please submit a concept that outlines proposed timelines, methodologies, how you will engage stakeholders, resources/budget requirements, and why you are best placed to undertake this work. This can be submitted as a document of approximately 4 pages (maximum 10), audio or video recording (maximum 10 minutes), or other medium according to your preferred ways of working. Application medium will not impact the selection process. We will be happy to work with those requesting accommodation at any stage of the process.
- Applicants who successfully pass the first screening will be asked to pass an interview.

Please submit a concept that outlines proposed timelines, methodologies, how you will engage stakeholders, resources/budget requirements, and why you are best placed to undertake this work. This can be submitted as a document of approximately 4 pages (maximum 10), audio or video recording (maximum 10 minutes), or other medium according to your preferred ways of working. Application medium will not impact the selection process. We will be happy to work with those requesting accommodation at any stage of the process.

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Thank you for your application!

Anything else to share/do you have any questions?

Type here...