

**Terms of Reference**

**Global Hub Grants Advisor (Consultant)**

**The Irish Red Cross background**

The Irish Red Cross Society (IRC) is dedicated to serving people in need whether they are in Ireland or caught up in humanitarian crises in countries and regions throughout the globe. With our network of over 4,000 volunteers at over 70 branch locations across the Republic of Ireland, as well as our professional staff of more than 120 people, the IRC provides a wide range of health, mental health & wellbeing programmes for those in need.

The Irish Red Cross is also part of the global Red Cross Red Crescent Movement of over 190 National Societies across the globe and is guided by the fundamental principles of the Red Cross (Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality).

The Irish Red Cross is a registered charity.

**Our Vision**

To be the leading humanitarian organisation in a world where people’s essential humanitarian needs are provided for.

**Our Mission**

To provide humanitarian assistance, at home and abroad, to those most in need and inspire policy and attitudinal change

**Our work**

* Preventing and alleviating human suffering, protecting life and health and ensuring respect for all.
* Helping those who are most vulnerable to prepare, withstand, and recover from emergencies in their communities.
* Restoring families who have been separated by war, forced migration, or other circumstances.
* Delivering first aid and psychological first aid training and providing first aid and ambulance cover at events and incidents throughout the country – including mountain & lake rescue.
* Supporting older people and remote members of our community – assisting with the delivery of food and medicine and transport for hospital appointments.
* Providing interactive and educational opportunities for our youth members.
* Delivering local and national support for refugees in need of food, water, shelter, and medical assistance.
* Delivering a targeted international programme focusing on livelihoods, medical assistance and prevention of gender based violence
* Promoting the seven fundamental principles of the Red Cross Red Crescent Movement to inspire policy and attitudinal change

**Background to the Global Hub**

The Community Based Health in Justice Programme has been operating since 2009 in Irish Prisons under a partnership between the Irish Red Cross (IRC), the Irish Prison Service (IPS), the Education and Training Boards (ETB) and the Probation Service. The programme has been successful in improving health & well being in Irish prisons through mobilisation and empowerment of inmate volunteers. Its impact has been well-documented[[1]](#footnote-1) [[2]](#footnote-2) [[3]](#footnote-3) with its success been recognized by the WHO Best Practice award for Best Practice in Prison Health 2011 and Best Practice on Mental Health by the EU Commission in 2024. Prisoners are educated to make better decisions about their healthcare which contributes to better healthcare outcomes in communities that are often deprived and under-resourced.

The Community-Based Health in Detention programme has been operating since 2022 as an extension of the Community-Based Health in Justice programme in Irish prisons. It is a small *centre of excellence* that aims to promote and support Community Based Health in detention settings in other jurisdictions. This approach aims to improve health and safety through Red Cross/Red Crescent and Detention Authority partnerships supported by the ICRC and IFRC.

There are approximately 11 million people held in places of detention across the world, often in overcrowded conditions, who can benefit from the roll out of a model that can increase testing, better control infections, reduce violence, achieve better healthcare at a lower cost, and lead to better mental health outcomes and lower reoffending rates. The ultimate **purpose** of the Global Hub in Community-Based Health in Detention project is to use the success of the Irish experience to encourage the creation of a global community of National Societies and their Justice counterparts to promote, train and support Community Based Health as an approach to improve health and safety in other jurisdictions.

**The Assignment**

The IRC are looking to engage a highly experienced consultant with a background in grants to identify multi-annual funding opportunities to support the work of our Global Hub, and work with the Global Hub Manager, administrator, and other international Red Cross National Societies. This will include the responsibility of preparing funding proposals and applications so that this successful model of Community-Based Health in Detention can be adapted to many countries globally. This assignment could suit either an individual consultant or an organisation with experience in the relevant areas. Submissions are encouraged from all interested parties.

This consultancy presents and exciting opportunity to work on an award winning programme - Community-Based Health in Detention - to develop our capability to secure and manage a portfolio of domestic and international strategic funding to support the objectives of the Global Hub, sharing of the Irish experience to encourage the creation of a global community of National Societies and their Justice counterparts to promote, train in and support Community Based Healthin other jurisdictions.

**The key objectives of the assignment:**

* Work with appropriate personnel in Global Hub to research, develop, write and submit letters of inquiry, concept papers and grant proposals.
* Routinely coordinates with the IRC Fundraising Team on funding opportunities to ensure coordination and collaboration

*Identification of opportunities*

* Research, identification and outreach to potential domestic and international grant opportunities among private, statutory donors/ institutional donors includingthe Irish government, the EU and its member states, and other strategic donors as appropriate.
* Draft grant proposals and reports in support of ~~t~~he Community-Based Health in Detention programme, andproject budgets
* Research and identify new government and private funding prospects to match organisational priorities
* Generate high-quality proposals, narratives, applications and supporting documents in response to solicitations consistent with all policies and procedures of the Irish Red Cross, and the requirements and guidelines of the funding agencies

*Establish systems and processes*

* Coordinate and follow-up on the progress of submitted proposals
* Develop and maintain a master file on pending grants and contracts for Community-Based Health in Detention
* Meet regularly with relevant staff and IRC to discuss current and new funding needs
* Undertake any other reasonable work-related duties that are consistent with the nature of the job and level of responsibility

**Scope and Deliverables**

The consultant will work directly with the Community Based Health & First Aid Programme Manager until the new Global Hub Manager has been appointed in the coming months. The key objectives are those noted above.

**Timeline**

Nine months , starting as soon as possible to end December 2025.

**Cost**

The tendered price should not exceed €11,000 ex-VAT

**Application Process**

To apply, please submit a PDF or MS Word Document with details under the following headings:

* Contact details of individual or organisation tendering
* Relevant experience, including CVs of people who will work on the project
* Your understanding of the work to be completed
* Proposed methodology and timeline
* Cost, including VAT
* Time commitment envisioned (eg 1 day per month)
* Evidence of tax clearance
* Evidence of insurances
* One reference related to similar work undertaken

The work may be attractive to a firm that has the internal capacity to second someone from their team for the project duration, or to an independent consultant.

**Tenders will be evaluated according to the following criteria:**

Understanding of the work to be completed 20 points

Experience of tenderer 25 points

Proposed methodology 25 points

Cost 30 points

Applications and queries should be submitted to [cbhfajobs@redcross.ie](mailto:cbhfajobs@redcross.ie). Deadline is Monday, April 21st . Late applications cannot be considered.

1. Menezes P, Thind D & Betts-Symonds G (2018), ‘An Evaluation of Two Projects Undertaken by Irish Red Cross Inmate Volunteers in an Irish Prison’, University Casebook 2018, Interfaculty Programme in Public Health, Shulich School of Medicine & Dentistry, London, Ontario, CA. [↑](#footnote-ref-1)
2. Marron S, Dempsey M, Regan E, McGowan C, Daraj-Raj C & Betts-Symonds G, (2022) ‘Social intervention supporting rehabilitation of people in custody: insights for working with excluded populations’, The Irish Psychologist, Vol 48, issue 1. [↑](#footnote-ref-2)
3. Irish Red Cross (IRC): Community Based Health and First Aid (CBHFA) Prison Program (2022): IRC Inmate Volunteers Response to COVID-19 in Irish Prisons, Student Practicum Report, Western University Ontario. [↑](#footnote-ref-3)