

Terms of Reference

Learning and Outreach Program Co-design Consultancy

Please note that priority will be given to applicants from, or those who have extensive experience working with, Masyarakat Adat.

Background

The Island Foundation (TIF) is a charity organization based in Singapore and registered under Indonesia legal framework as a Yayasan Peduli Kepulauan Indonesia (YPKI) based in Bintan, Kepulauan Riau. Our mission is to transform the learning ecosystem in Indonesia's small island communities through a community-based learning for sustainability program.

Riau Islands' population is highly diverse, consisting of various ethnic compositions, religions and communities as a result of historical and contemporary international and domestic migration. Riau Islands is home to Indigenous Orang Suku Laut and Orang Bajau communities, and communities of Malay, Chinese Indonesian, Javanese, Batak, Minangkabau, Bugis, Buton and people of NTT. This level of diversity in a more remote setting is unique and presents many opportunities and challenges in the community, and for organizations like YPKI as we seek to design and implement programs that are inclusive, neutral and acknowledge and celebrate diversity.

TIF/YPKI feels a high level of responsibility as a stakeholder in this setting - we are committed to acknowledging and celebrating the cultural and historical significance of every community, including Indigenous peoples, in the region and to play a part in the preservation of culture, language and knowledge.

In 2021, The Island Foundation launched a new [five year strategy](#), and with that launched the flagship [Learning for Sustainability](#) program structured around three program pillars: Learning Centres, Local Teacher Training, and Community Engagement. The Learning for Sustainability program has been designed to work with all layers of the learning ecosystems in small island and coastal communities.

The Learning for Sustainability program is implemented in Bintan Regency and Lingga Regency in the Riau Islands, in collaboration with Regent Departments of Education and Culture, village offices, community leaders, public school leaders, public school teachers, parents, alumni and students.

The program is currently serving over 500 primary school students, training 200 primary school teachers, and engaging over 3,000 members of the community each year. The Island Foundation is committed to investing in our stakeholders over the long term, taking a depth approach to guide our grassroots delivery methods. The expected outcomes of the program are that students have access to improved learning experiences and are demonstrating improved learning outcomes, and that learning ecosystems in small island and coastal communities are strengthened. These outcomes have been designed to lead to children growing up to be active participants in their sustainable futures.

Within our current program locations, approximately 12 per cent of students, parents, alumni and program stakeholders are Orang Laut and Orang Bajau. TIF/YPKI also trains teachers at schools across Bintan and Lingga where Orang Laut and Orang Bajau children attend or are within the catchment area. Through interviews and conversations with program stakeholders, it is evident that Orang Laut and Orang Bajau children and communities face a range of barriers to accessing quality, inclusive and culturally responsive learning opportunities - these challenges range from issues with distance and competing cultural priorities, being underrepresented in the school curriculum and teaching staff, socio-cultural stigma and economic exclusion.

Beyond our current program locations, Orang Laut communities are present across the Riau Islands, often far from administrative centres and public services. Data collected by Yayasan Kajang in 2020 estimates that there are 44 Orang Laut communities across the province with an estimated population of 12,800.

The Orang Laut and Orang Bajau are recognised as traditionally nomadic seafaring peoples, who are the traditional custodians and guardians of the seas and have deep knowledge of the seas, climate and marine life that has been developed and passed down through generations. More recently, a traditionally nomadic way of life has been interrupted by a range of pressures - more and more communities live part or full time on the shores of islands rather than on the seas. While many still spend most of their days on the sea for fishing, this significant change in lifestyle has extensive effects and impacts upon culture, beliefs and identity (Arman, 2020), and are compounded by structural inequalities.

More information about TIF/YPKI organization can be found in this website <https://www.theislandfoundation.com/>

Purpose and Scope

The purpose of the Learning and Outreach Program Co-Design consultancy is to explore the potential for The Island Foundation's Learning for Sustainability program to be co-designed into an outreach model for remote and semi-nomadic Orang Laut and Orang Bajau communities. Specifically, the project seeks to:

1. Facilitate the consultation, co-design and pilot of a quality learning and outreach program with and for Orang Laut and Orang Bajau communities that aligns with the core values of Learning for Sustainability.
2. Review and strengthen The Island Foundation and Yayasan Peduli Kepulauan Indonesia policies and procedures to ensure that all work is underpinned by the principles of self-determination, cultural safety and cultural responsiveness.
3. To elevate and support a core working group of Orang Laut educators and community leaders.

Expected Deliverables

1. **Inception Report:** Undertake desk research and site visits to inform and produce a report that includes:
 - An assessment of the Learning for Sustainability program's cultural appropriateness, responsiveness and inclusivity
 - An assessment of the opportunities and challenges facing Orang Laut and Orang Bajau communities living in small island and coastal contexts in the Riau Islands in accessing quality, inclusive, culturally and location relevant, and empowering learning opportunities.
 - The co-design and consultation principles and methods, options for exploration of learning and outreach activities, overview of approach to/methodology of consultation and engagement, and field visit schedule and procedures.
2. **Learning and Outreach Program Framework:** Facilitate a process of co-design for outreach and engagement activities and advise TIF/YPKI on the need, interest, desire and support for an outreach program that draws on elements of the Learning for Sustainability Learning Centres Framework as appropriate, while reflecting the individual context and culture of each community. Compile findings in a practical Learning and Outreach Program Framework.
3. **Co-Design and Engagement Framework and Training:** Develop policies, SOPs and training materials following the desk research, engagement and co-design process. Using the policies, SOPs and training materials developed, provide training at all levels of the organisation to ensure that principles of cultural responsiveness are embedded across all of its work and operations, drawing on Advisers as appropriate.
4. **Elevate TIF/YPKI Orang Laut Educators:** Explore and define approaches for elevating existing Orang Laut team members, and investigate the need and potential for additional identified roles within the Program team, including Cultural Mentors and/or Liaisons, Learning Facilitators, Program Coordinators and Program Managers to ensure any and all program delivery is culturally responsive and appropriate, and to ensure Orang Laut

and Orang Bajau culture is acknowledged and embedded in TIF/YPKI's every day practices and values and throughout the Learning for Sustainability program.

5. **Design and Launch the Learning and Outreach Program Pilot:** Informed by the outcomes of Deliverables 1 and 2, support the Working Group to design and deliver a pilot learning outreach trip to three Orang Laut and/or Orang Bajau communities, and support the Working Group to bring appropriate elements of the Learning for Sustainability Framework to schools where Orang Laut and Orang Bajau children are in attendance and/or in the schools' catchment areas.
6. **Final Report:** Produce a final report about all activities implemented, and outputs developed, in Bahasa Indonesia and English.

Consultant Responsibilities

The Consultant will:

- Be in contact with TIF and YPKI staff throughout the process, regularly updating and seeking guidance when needed.
- Regularly engage in a meaningful and empowering way with Advisers and Working Group members, including mentorship as appropriate.
- Be responsible for fulfillment of the co-design principles as set out above.
- Be responsible for developing and adjusting training materials and providing training to TIF and YPKI staff.
- Facilitate the building and maintaining strong purposeful relationships with Orang Laut and Orang Bajau communities and peoples by working collaboratively and in partnership with internal and external stakeholders.
- Include feedback received from TIF and YPKI in the final versions of reports, frameworks and pilot project as appropriate.
- Abide by the timing of the agreed consultancy work.
- Produce a final report as set out in Deliverable 6.

Co-Design Requirements

The Consultant will be required to meet the following co-design requirements as required throughout the project:

- a. Conduct a contextual research inquiry to gain a good understanding of the current state (needs, challenges and opportunities) in which the co-design process will be applied.
- b. Build a co-design team, including Advisers and Technical Working Group with diverse knowledge and experience, to define engagement and co-design principles and to develop methods based on best practice for community consultation and co-design.

- c. Establish co-design governance structures and processes for effective engagement and partnerships, drawing on Advisers and Technical Working Group to ensure that all work is assessed for blind spots.
- d. Facilitate a cultural safety workshop with co-design stakeholders, including Advisers and Technical Working Group, to determine what is needed to support cultural safety in practice.
- e. Facilitate cultural safety training and build a good level of cultural safety awareness among non-Orang Laut and non-Orang Bajau co-design stakeholders.
- f. Convene Technical Working Group to facilitate a pre-co-design workshop with Orang Laut and Orang Bajau stakeholders to explore, dialogue and agree upon a co-design approach that will meet their needs.
- g. Develop a scope of work in partnership with Orang Laut and Orang Bajau stakeholders.
- h. Facilitate face-to-face co-design workshops with Orang Laut and Orang Bajau stakeholders.
- i. Facilitate follow-up co-design workshops with Orang Laut and Orang Bajau stakeholders to explore, dialogue, test and validate key findings and outputs from the first set of workshops in (h).
- j. Conduct a cultural safety survey to measure cultural safety, and if required to identify strategies to improve it.

Logistical Support

The Consultant will design and implement the project in accordance with this Terms of Reference and in consultation with and support from relevant TIF and YPKI staff, Advisers and Working Group.

Qualifications and Specialised Knowledge/Experience Required

- Strong understanding of the Indonesian National Curriculum (past, present and new) and relevant challenges and opportunities
- Expertise in learning, education, program design and implementation, and monitoring and evaluation
- A thorough understanding of barriers children, young people and parents may face in accessing quality learning opportunities
- Extensive experience working with diverse communities and facilitating co-design processes
- Experience in developing training materials and delivering training to groups and individuals at different levels
- A deep respect for minority peoples and cultures and a track record of creating culturally safe spaces
- Strong organisational and administrative skills and experience

- Ability to build and maintain constructive relationships with young people, Elders, community leaders, education service providers and other stakeholders
- Proficiency in Bahasa Indonesia and English, both written and spoken.

Location

The consultancy will require travel to Bintan and Lingga Regencies, and potentially Batam Regency. Desk research and related work can be completed from home, and travel scheduled as required.

Project Duration

It is expected that the consultancy will run for five months - September 2024 to January 2025.

Timeline*

Recruitment	
Consultancy advertised	02 August 2024
Proposals due	20 August 2024
Contracting and Commencement	03 September 2024
Evaluation Deliverables	
Inception Report due	27 September 2024
Learning and Outreach Program Framework due	29 November 2024
Co-Design and Engagement Framework and Training completed	20 December 2024
Elevate TIF/YPKI Orang Laut Educators	Ongoing through to completion
Design and Launch Learning and Outreach Program Pilot completed	24 January 2025
Final Report due	31 January 2025

*Timelines will need to be cognisant of school holidays, religious holidays and other potential disruptions.

Budget

Budget for this consultancy is set at Rp265,000,000 inclusive of all travel costs and government related taxes. (Please note that all pilot program activity costs are separate and will not be borne by the consultant).

How to Apply

Interested applicants should submit a cover letter, technical proposal, budget and CV by 20 August 2024 to courtney@theislandfoundation.com with the position title listed in the subject line.

The budget proposal should indicate the amounts for fees as separate from costs of providing the consulting service (EG: travel). All budget items should be clearly described, with explanations of how each fits into the proposed approach/methodology and work plan.

Applications should include two references with whom the applicant has completed previous consulting work.

References

Arman, D. (16 June 2020). Orang Suku Laut Kepulauan Riau dalam Realita Pembangunan dan Kebijakan Daerah. *Kementrian Pendidikan, Kebudayaan, Riset dan Teknologi*.
<https://kebudayaan.kemdikbud.go.id/bpnbkepri/orang-suku-laut-kepulauan-riau-dalam-realita-pembangunan-dan-kebijakan-daerah/>