



Request for Applications:

Consultant for a Research Case Study on Justice and Accountability Initiatives in Lebanon

Background

About the Organization

The Center for Victims of Torture (CVT) is an international non-governmental organization founded in the United States in 1985. CVT works toward a future in which torture ceases to exist and victims have hope for a new life. CVT offers rehabilitation services to those who have been tortured, trains partners around the world who can prevent and treat torture, and advocates for human rights and an end to torture. CVT has offices in the United States, Ethiopia, Jordan, Kenya, Mexico, Uganda and Iraq, and partner networks in many more countries. Learn more about CVT here: <https://www.cvt.org/>

Project Information

Accountability for Atrocities (A4A) is a mixed-methods research study seeking to clarify the meaning of accountability according to survivors, and to evaluate the effectiveness of human rights accountability mechanisms, institutions, and projects. Recognizing that definitions and operationalizations of accountability vary significantly depending on context, this project aims to deepen an understanding of strategic cases that vary in their history of human right violations, accountability efforts, and survivor-led mobilization. The present request for proposals seeks an external research consultant to support the development of a case study on justice and accountability in Lebanon, emphasizing survivor perspectives. The project intends to generate evidence-based insights and tools that can inform and enhance the design and implementation of human rights accountability mechanisms and programs.

Purpose and Scope

Purpose

CVT plans to contract an in-country lead researcher to collaborate with the internal CVT research team to conduct interviews, focus groups, and a survey with survivors and survivor leaders from Lebanon. The purpose of the research is to examine justice and accountability from the perspective of individuals and communities that have been affected by violence and human rights violations in Lebanon. By exploring this context, **we seek to address the following study aims:**

- 1) Operationalize indicators of accountability from the perspective of survivors and affected communities
- 2) Identify the stakeholders and stakeholder groups perceived as essential to successful accountability by survivors and community members

Scope

The consultancy will span February 1 to June 30, 2026. The consultant will join a small internal staff research team and collaborate to complete the steps outlined below. The budget for the consultancy is 20,000 USD.

Audience/Intended Users

This case study is expected to result in a report for the study funder, publicly oriented reports and articles, and/or peer-reviewed publications. The goal is to produce materials that will be useful in informing CVT and other stakeholders in how best to design and implement projects that are effective in advancing survivor-centered accountability following human rights violations.

Design and Methods

Team Meetings: The consultant will join at least bi-weekly meetings with the study team throughout the consultancy, which may include outside TJ experts who will help inform study design.

Planning and Ethics Review: The external consultant will support on planning methods and obtaining in-country ethics approvals. The internal team will lead a global IRB submission for the study; the consultant will lead any required local ethics review.

Desk Review: The external consultant will review and provide feedback on an internally developed desk review (already drafted) of justice and accountability initiatives in Lebanon.

Mapping Exercise: The consultant will support the study team in finalizing a mapping exercise (already drafted) to identify survivor groups (formally established and informal groups), survivor leaders and other stakeholders relevant to survivor-led civil society. This will involve collaborating with local organizations and networks, consulting existing databases, and potentially conducting fieldwork to finalize a robust list of key survivor groups and survivor leaders.

Focus Group Discussions (FGDs): The consultant will conduct up to six focus groups with survivor leaders and other stakeholders in Lebanon. The consultant will support the development of the FGD guide and other materials in English and Arabic. The FGDs will address key themes related to justice and accountability, specifically focused on operationalizing accountability into contextually-relevant indicators (i.e. specific measurable ways that one can know to what extent there has been meaningful accountability). The consultant will be responsible for all in-person components of the FGDs, including identifying appropriate meeting space, procuring light refreshments, inviting and following up with participants, completing informed consent processes, facilitating the group discussion, and processing audio files and notes into transcripts for analysis.

Thematic Analysis: The consultant will participate with the study team in a thematic analysis of FGD transcripts and participate in coding review sessions. For purposes of validation and co-interpretation, the consultant will conduct participant checking processes, where needed, that include following up with participants by phone, email, or in-person to clarify points raised in the FGD.

Voting Exercise: Following analysis of focus group data, the consultant will lead a follow-up voting exercise (in-person or virtual) with focus group participants, using a ranking process to elicit their perspectives on the relative importance of each accountability indicator identified in the analysis.

Survey: The consultant will support the research team to integrate the accountability indicators into an online survey designed to measure progress towards accountability using the survivor-defined indicators. The survey will be loaded into CVT's survey software platform. The consultant will then lead administration of the online survey to survivors and affected community members (target N=500 respondents), through a process of respondent-driven sampling via connections with survivor groups.

Final Analysis and Report: In collaboration with the internal research team, the consultant will conduct final analysis and prepare findings into a final comprehensive report focused on all findings from Lebanon. Analysis will be a collaborative process with other team members. The consultant will prepare a draft of a final report for review and feedback from the team; a final comprehensive report will incorporate the feedback.

Note that the consultant will join an existing team of researchers. The consultant will lead in-country components of the Lebanon case study, and collaborate with the team on other components such as design of

tools and analysis. Specific roles and responsibilities will be jointly agreed upon at the outset of the consultancy, and are anticipated to be as follows:

Area of Responsibility	Consultant Role
Desk review	Review
Global research ethics review	Review
Local research ethics review	Lead
Expert consultations	Collaborate
Mapping survivor groups	Collaborate
FGD tool design	Review
FGD implementation	Lead
FGD data processing	Lead
FGD analysis	Collaborate
Follow-up voting exercise with FGD participants	Lead
Online survey tool design	Review
Online survey distribution / data collection	Lead
Online survey data analysis	Collaborate
Comprehensive analysis of all case study findings	Collaborate
Comprehensive case study report	Lead

Deliverables

The consultant is expected to produce the following key deliverables for CVT:

- Local ethics approval
- Mapping of survivor groups/leaders (English)
- Data collection tools translated into Arabic
- FGD transcripts and notes in English and original audio files
- Data from voting exercise (English)
- Survey data input into online survey platform (Arabic with English translations)
- Draft of comprehensive report with detailed findings (English)
- Presentation summarizing findings (English)
- Final comprehensive report with detailed findings (Arabic and English)

Additionally, as part of the research team, the consultant will be responsible for other intermediate deliverables (e.g. collaborative coding of transcripts) as jointly agreed upon on an ongoing basis.

Timeline

This consultancy will begin on February 1, 2026, and will be completed by June 30, 2026. An initial payment shall be made upon the acceptance and signing by both parties of the consultancy agreement. Payment will then be made according to the schedule below. The timing, structure, and content of deliverables will be agreed upon by the consultant and CVT.

Date	Key Deliverables	Payment
February 15, 2026	<ul style="list-style-type: none"> • Signed consultancy agreement • Participation in initial team meeting(s) 	First (15%)
April 30, 2026	<ul style="list-style-type: none"> • Local ethics approval • Mapping of survivor groups and stakeholders • Data collection tools • Data from FGDs (transcripts and audio) 	Second (25%)
May 30, 2025	<ul style="list-style-type: none"> • Voting exercise data • Survey data • Draft comprehensive report 	Third (25%)
June 30, 2026	<ul style="list-style-type: none"> • Final comprehensive report • Team presentation of results • Submission of all data and documents related to the consultancy 	Final (35%)

Application Process

Required Qualifications

- Current residence within Lebanon.
- Ability to travel within Beirut as needed. All focus groups will be hosted in Beirut. The consultant must be able to lead data collection in-person and host online sessions as needed.
- Written and spoken Arabic and English language proficiency.
- Experience facilitating focus group discussions, collecting qualitative and quantitative data, and conducting qualitative and quantitative analysis.

Preferred Qualifications

- Subject matter expertise from working within the fields of transitional justice, human rights advocacy, or directly adjacent fields.
- Training or experience on trauma-informed approaches, psychological first aid, or community-oriented participatory research.
- Previous experience with local ethics reviews.

Application Materials

The selection process will include a review of required materials. Following this, top finalists will be interviewed via Zoom. Professional references will be contacted before going to offer.

To apply for this opportunity, submit the following required materials:

- 1. Resume or CV**
- 2. Cover letter:** Overview of fit for this specific opportunity, including:
 - Highlighting relevant core professional competencies and experience of the research consultant and previous experience with similar projects.
 - Confirm the level of written and verbal fluency in Arabic.
 - Specify if the consultant intends to work with any research assistants to complete the tasks of the consultancy, such as for translation or transcription. If so, please list qualifications or experience of assistants.
 - Provide the names and contact information for two professional references.
- 3. Writing sample:** One or two relevant example(s) of a research or evaluation report or other sample of writing produced by the consultant should be provided.
- 4. Budget:** The consultant is expected to submit a budget with brief narrative explanation not to exceed USD \$20,000.
 - The budget may include, but is not limited to, the following key budget components: consultant fees, and as applicable, support for other team members, transcription, communication, software, or other needs.
 - Costs associated with hosting focus groups should not be included in the budget; the consultant will plan for the focus group facilities and supplies in consultation with the research team, and CVT will cover those costs separately. CVT will also directly cover any local ethics review fees.
 - Clearly specify how many working days from the consultant are included in the budget.**

Please submit all files above as PDF documents, ideally combined in one document.

Please submit a complete application package by 11:59 pm Beirut time (EET, UTC+2) on Thursday, January 15, 2026. Submit via email with subject line “A4A External Research Consultant Application” to: Shannon Golden at sgolden@cvt.org.