



## **INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL ASSISTANCE**

### **ANNEX B TO THE CONTRACT FOR PROVISION OF SERVICES NO.258-20/22 TERMS OF REFERENCE**

#### **Background**

The Institute for Democracy and Electoral Assistance (International IDEA) has been implementing a project since 2016 to provide support to Yemen's peace negotiations. The project mainly consists of organising dialogue sessions and expert meetings between Yemen's main political groups. Following each activity, detailed meeting reports are drawn up for internal purposes in order to assist International IDEA's own analysis of whether the parties are reaching agreement on specific substantive issues or whether they are moving further apart. Each meeting report is between 20-40 pages long and International IDEA has organised close to 30 meetings so far.

In order to assist in that effort, International IDEA has drawn up a document (the "Comprehensive Analysis") that brings together in one place each political group's position (and how that position may have evolved over time) on the full range of topics that are likely to be covered in a future peace agreement (including but not limited to powersharing, sequencing of political and security arrangements, etc.). The Comprehensive Analysis' contents are based on a manual reading of all of International IDEA's meetings reports (around 1,000 pages altogether).

International IDEA plans to continue updating the Comprehensive Analysis after each future meeting. International IDEA plans to automate part of that work in order to enhance the analysis, to improve International IDEA's understanding of how political group's positions have been evolving and how that is likely to impact their negotiating positions during the Track I process, and to eliminate or reduce the opportunities for human error.

#### **Scope of work**

In that context, IDEA is seeking to retain the services of an expert or of an expert institution (the "Expert") to act as an Analyst for the Yemen Project. The Expert should:

- (i) Develop an automated process through which International IDEA's Comprehensive Analysis will be updated. The Expert will work closely with International IDEA in satisfying this obligation but will be solely responsible for developing the technical aspects of the automated process.
- (ii) Develop a variety of different automated means through which the data that is included in International IDEA's reports is analysed. This output will include but will not necessarily be limited to graphic visualisations of the data (which should include the possibility of tracking the evolution of party positions over time, to analyse how the zone of possible agreement on specific issues has been evolving over time, etc.).
- (iii) Generate other ideas for how the data that is collected in International IDEA's reports can be mined to better serve the peace process.



### **Delivery schedule**

The Expert should deliver an interim report with initial versions of the outputs within three months of the commencement of the work. In any event, the work must be completed by 15 December 2020 (which is when the current funding cycle of the work will end).

### **Deliverables and reporting requirements**

The deliverables will include:

- (i) The results of the automated processes that will be developed in the context of the work (including visual representation or in narrative form); and
- (ii) Any automated system and natural language processing techniques that will be developed in the context of the work.

The Expert will report to IDEA's Senior Programme Officer.

### **Duty station**

The Expert will be home based and will not be required to travel.

### **Qualifications**

The Expert should:

- (i) Have an advanced degree in political science, data sciences, linguistics or a related field;
- (ii) Have at least five years' experience in developing natural language processing techniques in a project or academic context;
- (iii) Speak and write English fluently. The ability to understand oral and written Arabic would be an important asset;
- (iv) Have a strong interest in peace studies and democratic reform. Knowledge of Yemen's history (particularly since 2011), and of power-sharing arrangements in comparative practice would be an important asset;
- (v) Be comfortable receiving comments to working methods;
- (vi) Be capable of proceeding with the highest amount of sensitivity, particularly with participants and national experts who are living through armed conflict; and
- (vii) Be capable of working in and sharing views with a team of experts, particularly experts from other fields.