



Rwanda Organization of Trauma Counselors (ARCT-RUHUKA)
E-mail: arctrwanda@gmail.com or info@arctruhuka.org
P.O. Box: 717 Kigali; Tel.: (+250) 796 894 484
Website: www.arctruhuka.org

Terms of reference (ToR) of Consultancy for Baseline Assessment on Mental Health and Psychosocial Support (MHPSS) among Women, Youth, and Vulnerable Groups in Small-Scale Cross-Border Traders' Cooperatives in Rubavu, Rusizi, and Nyagatare

1. About ARCT Ruhuka

ARCT Ruhuka is a national non-governmental organization committed to promoting mental health, psychosocial well-being, and community resilience, with a strong focus on vulnerable populations, including women, youth, children, and survivors of gender-based violence. The organization works closely with government institutions and partners to implement sustainable and inclusive development programs.

2. Background and Rationale

ARCT Ruhuka, in partnership with the International Organization for Migration in Rwanda (IOM), through the support of the Joint SDG Fund, will implement an 18-month project entitled **Amplifying Digital Opportunities for Cross-Border Traders (ADO-CBT)** project, which aims to improve the livelihoods and integrated economic empowerment and overall psychosocial well-being of Small-Scale Cross-Border Traders (SSCBTs) in Rwanda, with a focus on the three border districts of Rubavu, Rusizi and Nyagatare. The direct beneficiaries will mainly be women in the informal sector, persons with disabilities, and youth members.

Women, youth, persons with disabilities, and vulnerable individuals engaged in small-scale cross-border trade (SSCBT) play a vital role in local economies, particularly in border districts. However, they are frequently exposed to multiple stressors such as economic insecurity, gender-based violence, sexual exploitation, harassment, limited access to social and health services, and other factors, which contribute to stress and poor mental health outcomes. Despite this, access to appropriate Mental Health and Psychosocial Support (MHPSS) services for SSCBTs remains limited and insufficiently documented.

3. Purpose of the Consultancy

ARCT Ruhuka, in collaboration with the International Organization for Migration (IOM) under the ADO-CBT project, intends to conduct a **baseline assessment** to generate evidence on the current MHPSS status, needs, and service gaps for women, youth, and vulnerable groups, including those living with disabilities.

The purpose of this consultancy is to conduct a comprehensive baseline assessment to establish MHPSS needs, identify needs and gaps, and map available MHPSS services.

4. Objectives of the Assignment

General Objective

To assess the mental health and psychosocial support status, needs, and challenges for SSCBTs to inform future programming and interventions. This should include a focus not only on SSCBTs, but also on the capacity challenges and other needs of service providers.

Specific Objectives

- Assess the mental health and psychosocial well-being of SSCBTs
- Identify key stressors, risks, and vulnerabilities
- Evaluate accessibility, utilization, and quality of MHPSS services, including at health posts.
- Identify barriers to accessing MHPSS services, including through referral
- Provide actionable recommendations for program design

5. Scope of Work

The consultant will conduct the assessment in the operating districts of Rusizi, Rubavu, and Nyagatare, targeting:

- Women SSCBTs
- Youth engaged in cross-border trade
- Vulnerable individuals, including GBV survivors and persons with disabilities

6. Methodology

The consultant is expected to propose a robust mixed-methods approach, including:

- Quantitative surveys
- Key Informant Interviews (KIIs)
- Focus Group Discussions (FGDs)
- Stakeholder/service mapping
- Desk review of relevant documents

The methodology must ensure gender sensitivity and ethical considerations.

7. Key Deliverables

The consultant will be expected to deliver:

1. Inception Report
2. Data Collection Tools
3. Presentation of Draft Baseline Report
4. Final Baseline Report **with clear recommendations**



8. Duration of the Assignment

The consultancy is expected to be completed within **30 calendar days** from the date of contract signing.

9. Required Qualifications and Experience

The consultant (individual or firm) should have:

- At least a **Master's degree** in the Psychology field, Public Health, Social Sciences, or related field
- Proven experience in conducting baseline assessments or research studies, preferably in MHPSS
- Strong expertise in qualitative and quantitative assessment methodologies
- Experience working with vulnerable populations, including women, youth, and persons with disabilities
- Knowledge of GBV and community-based psychosocial support approaches
- Excellent report writing and analytical skills
- Experience in Rwanda or similar contexts is an added advantage

10. Reporting and Supervision

The consultant will work under the supervision of ARCT Ruhuka and will collaborate closely with relevant district authorities and project stakeholders.

11. Ethical Considerations

The consultant must ensure:

- Informed consent of participants
- Confidentiality and anonymity
- Do no harm principles
- Inclusivity
- Gender sensitivity

12. Application Requirements

Interested candidates should submit:

- Technical proposal (methodology and work plan)
- Financial proposal (detailed budget)
- Updated CV(s) of consultant(s)
- At least two references for similar assignments
- Sample of previous relevant work

13. Submission Details

Applications should be deposited at ARCT RUHUKA Headquarters at Kibagaba Sector, Gasabo District- Kigali City. **Deadline for submission: 01 June 2026 at 12: 00.** Only shortlisted candidates will be contacted.

For any other information, please get in touch with us on ARCT-Ruhuka Mobile Phone number (250)796894484.

PS: ARCT Ruhuka reserves the right to accept or reject any application without obligation to justify.

ARCT-Ruhuka is committed to safeguarding. All consultant staff are required to sign and adhere to safeguarding, child protection, and PSEA. Women and people with disabilities are encouraged to apply.

Done at Kigali, 21st May 2026



NSANZABANDI Jean Claude
ARCT Ruhuka Interim Legal Representative

