

## **TERMS OF REFERENCE (ToR)**

### **Maldives Gender Expert to develop a civil society training manual on gender and intersectional analysis**

#### **1. CONTEXT**

The Westminster Foundation for Democracy (WFD) is a non-departmental public body supported by, but independent of, the UK's Foreign and Commonwealth Office. Established in 1992, the remit of WFD is to provide expertise in developing parliaments, political party structures and civil society organisations – the key institutions that make up a functioning democracy. The patron of WFD is the Speaker of the House of Commons.

The Commonwealth Equality Project (CEP) is a Foreign, Commonwealth and Development Office (FCDO) funded Commonwealth-wide programme focussed on expanding the participation of women, girls and other marginalized groups in political and societal decision-making processes.

The Maldives programme will focus on working in partnership with civil society to build greater proficiency around intersectionality as a key component to advancing gender equality, and to continue to raise awareness in policy-making circles about the importance of intersectional analysis. WFD works with parliamentarians and officials, independent institutions, civil society organisations and other stakeholders. Gender equality, human rights, inclusivity, and support for thematic areas wherever appropriate are integrated in the work we do.

Intersectionality has been highlighted as a priority area by UN human rights institutions and experts in relation to Maldives and is yet to mainstream by gender-related CSOs and decision makers. As part of CEP, WFD will develop a contemporary gender manual for use by trainers to support civil society engagement on policy and legislative issues related to the advancement of women and girls, with a focus on incorporating an intersectional lens.

#### **2. OBJECTIVE(S)**

- To enhance overall understanding of gender and human rights among government institutions, CSOs, and other stakeholders.
- To introduce and integrate intersectional analysis into the overall gender equality movement.
- To revise the current understanding of gender inclusive of rights of other intersectionally marginalized groups.

#### **3. SCOPE**

The scope of the mission is to develop a manual as a guidance for civil society organisations, national human rights institutions, gender equality movements and other stakeholders to conduct their campaign and advocacy such as workshops and trainings in a way that is cognisant of the impact of policies on intersectional identities and is inclusive and representative. This will include analysis of current gender discourse and materials, working and consultations with relevant stakeholders for their input and collaboration, and revision or development of new materials to fit in to the new discourse. The consultant is expected to work around international best practices on this subject and adapt them into Maldives context by developing a manual that covers the key

subjects on the topic within an approximately 20-30 (but not limited to) page manual.

#### 4. DELIVERABLES

No	Deliverable	Expected delivery
1	Initial consultation meeting and workshop with stakeholders	Mid-January 2021
2	An outline of manual based on desk review and consultations	Mid-January 2021
3	A first draft	Late January 2021
4	Consultation meeting and workshop to get input	First week of February 2021
5	Final draft of the manual	Mid-February 2021

#### 5. TIMELINE

This assignment will be conducted and completed within 18 consultancy days spread within the period January 2021 to February 2021.

#### 6. REPORTING

The consultant will provide oral or written feedback to WFD Maldives Team after each deliverable.

#### 7. WORKING ARRANGEMENT

The consultant will work remotely and closely with the WFD – Maldives Country Representative Priyanga Hettiarachi, WFD’s Senior Gender Advisor, International Consultant on intersectionality along with other consultants and experts working with WFD.

WFD Maldives team is responsible for the coordination with the stakeholders, setting up the necessary meetings with stakeholders, consultants, experts and providing necessary documents.

#### 8. PAYMENT

Consultant will be paid upon successful completion of each deliverables as per the deliverable schedule below:

No	Deliverable	Amount
1	<ul style="list-style-type: none"> <li>• Initial consultation meeting and workshop with stakeholders</li> <li>• An outline of manual</li> </ul>	20% of the total amount
2	<ul style="list-style-type: none"> <li>• A first draft</li> <li>• Consultation meeting and workshop to get input</li> </ul>	50% of the total amount
3	<ul style="list-style-type: none"> <li>• Final draft of Manual</li> </ul>	30% of the total amount

## 9. QUALIFICATIONS AND EXPERIENCE

- **Education:** The gender and intersectionality expert should possess a university degree in development related disciplines, human rights, gender, economics, statistics, development or other social science fields or equivalent experience
- Formal training or equivalent experience in gender and intersectional analysis and/or gender planning and demonstrated expertise in mainstreaming gender and intersectionality in projects and programmes.
- Experience working with national human rights institutions and/or civil society, on gender mainstreaming and thematic scrutiny.
- Proven expertise to analyse, undertake research, and provide guidance and advice to institutions on adapting gender-responsive mechanisms in their line of work.
- Proven experience and expertise working with parliamentary committees and other institutions or organisations including civil society organizations on gender responsive budgeting, gender mainstreaming and evidence-based scrutiny.
- Strong communication skills, and ability to liaise with various stakeholders, including government/parliament officials and civil society organisations.
- Fluency in written and spoken English and Dhivehi is required.

## 10. APPLICATION AND SELECTION PROCEDURE

Interested parties are requested to submit the following documentation responding to the Terms of Reference (ToR):

- A summary of relevant experience (a brief CV with two relevant references)
- Portfolio/examples of similar assignments that you have undertaken, preferably in the Maldives or in the region
- Technical Proposal (including proposed charges in MVR, Objectives and understanding of the assignment, Expected outputs and product and a Timeline of activities)

The email subject should read “**Maldives Gender Expert Consultancy**” by close of business i.e. **1700 on Friday 1 January 2021** to [adam.isham@wfd.org](mailto:adam.isham@wfd.org).