

**Annex -1-**

**Terms of Reference (TOR)**

**Project Name:** Technical Support to the Lebanese Parliament ID 00077103

**Reference Number:** 02/2012

**Subject:** Political Party Gender Consultant

**1. Background**

The United Nations Development Programme (UNDP)'s joint project with the Lebanese Parliament supports the efforts of Parliament in achieving its developmental objectives, reinforcing its structures, processes and human resources in order to improve and strengthen its legislative, oversight and representative functions. The joint project also grants special emphasis to support national development goals mentioned in the government statement, mostly those related to the Millennium Development Goals (MDGs), by promoting gender equality, empowering women legislation, ensuring environmental sustainability, and extending the partnership to consequently achieving Human Rights protection.

The UNDP/Lebanese Parliament project, supported by BCPR and DGG and funded by the Belgium Ministry of Development is implementing a project entitled "Inclusive and Participative Political Institution in Select Arab States". This project aims to provide technical support to support democratic transitions in Lebanon by means of capacity support to the parliament and political parties, with a dedicated focus on youth and women's empowerment within these institutions.

In this framework and that of providing assistance to the Woman and Child Parliamentary Committee, the general objective of this consultancy is to carry out a study and come up with recommendations on the role of Parliament and Parliamentary committees in "promoting women in party structures and elections", as per:

- The Convention on the Elimination of all forms of Discrimination Against Women (CEDAW)'s article 3 stating taking in all fields "in particular in the political, social, economic and cultural fields, all appropriate measures, including legislation, to ensure the full development and advancement of women, for the purpose of guaranteeing them the exercise and enjoyment of human rights and fundamental freedoms on a basis of equality with men" and,
- CEDAW's article 7 (a) stating ensuring, on equal terms with men, "the right to vote in all elections and public referenda and to be eligible for election to all publicly elected bodies" and,
- CEDAW's article 7 (c) asserting the participation of women, on equal terms with men, "in non-governmental organizations and associations concerned with the public and

political life of the country”.

Based on the recommendations of the study, the consultant will draft an implementation strategy for the committee.

The consultancy’s specific objectives are to provide recommendations on how to improve the status of Lebanese women in party structures and elections, articulate future visions for the status of women in Lebanese politics and identify and discuss the range of changes needed and the responsibilities of different actor, with a focus on the Lebanese Parliament in implementing these changes.

## **2. Scope of Work, Responsibilities and Description of the Proposed Analytical Work**

### ***I- Task 1: Study and Recommendations drafted on the role of Parliament and Parliamentary Committees in “promoting women in party structures and elections”:***

The consultant is required to draft a study and recommendations on the role of Parliament and Parliamentary committees in “promoting women in party structures and elections” by reviewing and examining the current status of women in Lebanon in party structures and elections, and providing recommendations as per international Conventions, Treaties and Protocols, pertaining to women participation in political life, to which Lebanon is a party.

### ***II- Task 2: Implementation Strategy drafted and submitted to the woman and child parliamentary committee:***

The consultant is required to draft and submit an implementation strategy based on the recommendations of the study. The strategy should convert these recommendations to a set of action-oriented goals, especially that of drafting new laws, to be implemented by the Woman and Child Parliamentary. Once final, the implementation strategy should be submitted to the committee for review. The consultant is responsible for amending the strategy when found necessary by the committee.

#### **Methodology:**

- During his assignment, the consultant will regularly carry out meetings with all relevant stakeholders such as ministries, national and international organizations, youth, women and political parties using a participatory approach. .
- The consultant will conduct and moderate not less than three workshops with the following target groups:
  1. Relevant ministries, parliamentary committees, national and international organizations, experts etc
  2. Youth and women representatives of political parties in Lebanon.
  3. University Students

#### **References:**

During the period of assignment, the consultant should refer, but not be limited to, the following sources of information:

- The Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW)

- Specific CEDAW Recommendations and Remarks on Lebanon latest report
- The Beijing Declaration and Platform for Action of 1995
- The Convention on the Political Rights of Women (CPRW)
- The Millennium Development Goals (MDGs) and Lebanon's related reports
- Review of Gender Legislative Reforms from 2000 to 2011 report conducted by the National Commission for Lebanese Women (NCLW), in cooperation with United Nations Population Fund (UNFPA);
- The National Strategy for Women in Lebanon (2011-2021) prepared by NCLW, UNFPA, and relevant Ministries, Civil society organizations (CSOs) and International Organizations (IOs);
- Guide on Status of Women Status prepared by NCLW and UNIFEM
- Other relevant instruments found necessary.

**Final Product:**

A study and an implementation strategy submitted to the Manager of the UNDP/Lebanese Parliament project in Arabic in hard and soft copies. The report should combine the following components:

- Study and Recommendations on the role of Parliament and Parliamentary committees in promoting women in party structures and elections in Lebanon
- Implementation strategy for the promotion of women in party structures and elections in Lebanon

**Additional Information:**

- The consultant is responsible for any additional personal assistance needed for the completion of his tasks.
- UNDP-Lebanese Parliament project is responsible for organizing the necessary meetings and workshops.

### 3. Qualifications Required

**Title: Consultant: Political Party Gender Consultant**

**The Individual Consultant should possess the following minimum qualifications:**

**I- Academic Qualifications:**

- Graduate Degree (Masters or equivalent) in Political Sciences, Social Sciences, Gender Studies or other relevant discipline.

**II- Years of Experience:**

- At least 10 years of relevant work experience preferable in the area of gender studies, gender mainstreaming, political empowerment of women.
- Experience in policy and programmes related to gender, women rights, human rights etc...
- Experience in formulating development strategies and policies;
- Substantive knowledge on Gender equality and Women Rights demonstrated by

- publications or relevant work experience
- Previous experience in consultancies with UN agencies in relevant tasks is preferable

### III- **Competencies:**

- Good understanding of UNDP mission, vision and strategic goals
- Cultural, Gender, religion, race, nationality and age sensitivity and adaptability
- Familiarity with recent development in the topic of gender equality at the international, regions and national levels
- Strong analytical, communication skills, including ability to produce high quality knowledge products
- Ability to produce high quality outputs in a timely manner
- Ability to consult widely and efficiently while understanding the stakeholders evolving needs.
- Excellent writing, editing skills in Arabic with working knowledge of the English language
- Proficiency in the use of computer (Ms Word, PowerPoint, internet search).

#### 4. Duration of Contract

5 months

#### 5. Schedule of Implementation

ID	Task Name	Duration (per days)	1 <sup>st</sup> Month	2 <sup>nd</sup> Month	3 <sup>rd</sup> Month	4 <sup>th</sup> Month	5 <sup>th</sup> Month
1	<i>Task 1: Study and Recommendations drafted on the role of Parliament and Parliamentary Committees in promoting women in party structures and elections</i>	two months and a half after contract signature	X	X	X		
2	Approval of Task 1	10 working days				X	X
3	<i>Task 2: Implementation Strategy for promotion of Women in political structures and elections</i>	Two months					
4	Approval of Task 2	10 working days					

#### 6. Reporting

- The consultant will work in close coordination with the Woman and Child parliamentary committee and the UNDP-Lebanese Parliament Project Manager.

- The consultant will report directly to the manager of UNDP/Lebanese Parliament project
- The consultant will solely be responsible for the timely delivery and professional quality of his assignment
- The consultant will not publish the product of assignment in any form without prior written consent of UNDP.