



## MODULE ON GENDER AND PEACEKEEPING: DEVELOPMENT AND TRAINING OF TRAINERS

Location:	Kuala Lumpur, MALAYSIA
Application Deadline:	22 March 2014
Type of Contract:	Individual Contract
Post Level:	International Consultant
Languages Required:	English
Starting Date: (date when the selected candidate is expected to start)	01 April-2014
Duration of Initial Contract:	6 months
Expected Duration of Assignment:	2.5 man months

### Background

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UNDP Malaysia in collaboration with the Malaysian Armed Forces and the Ministry of Defence as well as the Malaysian Peacekeeping Centre (MPC) is implementing a project in 2014 and 2015 which **aims to strengthen the MPC's capacity in providing multidimensional peacekeeping training as well as research.**

The project, entitled **"Capacity Building Support for Malaysia's role in Multidimensional Peacekeeping Training: Phase II"** will develop three training modules that will address some of the key training needs of peacekeepers who have to operate within the context of a complex and multidimensional peacekeeping environment that involves multiple actors with divergent roles and mandates. The project will focus on developing training modules in the area of gender, cultural diversity in peacekeeping operations and protection of civilians. The training modules will then be utilised to train peacekeeping trainers and officers from the military, police and civil society. The project will also seek to enhance **MPC's research capacity in producing research materials on emerging peacekeeping issues so that Malaysia's vast experience in peacekeeping can be shared for the mutual benefit of the global peacekeeping community.**

### Duties and Responsibilities

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#### Scope of Work:

One of the training modules to be developed is aimed at equipping middle level managers in UN peacekeeping operations with the knowledge and tools needed to enable them to meaningfully implement UN policies and guidance, and to deliver on specific mission objectives and benchmarks, related to gender.

The training on gender and peacekeeping is targeted at a joint civilian, police and military audience, and is for either existing UN mission staff, or persons that have been earmarked for future deployment to a UN peacekeeping operation:

- Civilian middle to senior managers and below;
- Police station commanders and regional and mission headquarters staff officers (Superintendent) and below;
- Military battalion commanders and battalion, sector and force headquarters staff officers (Lt. Colonel) and below; and
- Instructors from peacekeeping training centres.

The current module to be developed under the project should include the topics covered under the ITS Gender Resource Package.

A module on gender was developed in 2010, during the first Phase of the project, but requires updating. As the module was developed in 2010, the primary objective of this consultancy is to develop the training module to ensure it meets with the current standards and expectations of United Nations gender practise and training, and the ITS Gender Resource Package. The exercise should result in a comprehensive training module which includes current and relevant topics.

## Methodology

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The expected methodology used for the training includes both lectures and table top exercise scenarios wherein there will be central presentations/lectures, case studies and group/syndicate discussions.

## Expected Outputs

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The consultant is expected to:

1. Develop a proposed module outline. (1 week)
2. Develop the draft copy of the training module and instruction materials/presentations. (4 weeks)
3. Prepare the final copy of the amended training modules and instruction materials/presentations upon acceptance of the draft copy. (2 weeks)
4. Conduct **a training of trainers' course. (1 week)**
5. Post training evaluation report (1 week)

## Duration

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The consultancy is expected to take place from 01 April 2014 to 30 September 2014.

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## Deliverables and Timeline

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The consultant will be responsible for the delivery, content, technical quality and accuracy of the report. All deliverables shall be submitted to UNDP Malaysia and will be approved by the project technical working committee.

## Terms of Payment

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The fee is payable upon satisfactory completion and acceptance of the deliverables by UNDP Malaysia and the project technical working committee.

## Documents to be included when submitting Proposals:

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Interested individuals must submit the following documents/information to demonstrate their qualifications:

- Proposal on how your qualifications and experience can lead towards the successful deliverable of this assignment within the required timeframe, and provide a brief methodology on how you will approach and conduct the assignment.
- Annex 1\_Financial Proposal (template) as provided. It is available at <http://www.undp.org.my/page.php?pid=208&action=preview&menu=sub2>
- Personal CV including areas of expertise and past experience in similar projects and at least 3 references in the format of UN Personal History Form (P11 form). The UN Personal History Form (P11 form) is available at: <http://www.undp.org.my/uploads/p11%20personal%20history%20form.doc>.

## Important Note:

Please scan all the documents mentioned above and save into 1 (ONE) pdf format and upload it when you are asked to upload your CV/Resume on the application website. UNDP Malaysia reserves the right to disqualify any incomplete submission. Please kindly make sure that you have provided all the requested materials.

Any request for clarification must be sent in writing to [procurement.my@undp.org](mailto:procurement.my@undp.org)

Please write the Project Reference – MyIC/2014/013 in your e-mail heading.

The deadline for submitting requests for clarifications/questions is 22 March 2014.

## Competencies

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### Functional Competencies:

- Strong knowledge in gender and its applicability to UN peacekeeping operations;
- Demonstrates strong analytical skills;
- Ability to write technically and understand the needs of the target audience;

- Ability to deliver presentations / lectures clearly;
- Ability to work in an organized and timely manner; and

#### Development and Operational Effectiveness:

- Analytical skills as demonstrated, for example, by prior experience in developing policies and training materials related to gender and UN peacekeeping operations;
- Ability to analyse technical requirements in gender and UN peacekeeping operations; and
- Strong drafting and report writing skills.

#### Management and Leadership:

- Focuses on impact and result for the client and responds positively to feedback;
- Supports teams effectively and shows conflict resolution skills;
- Consistently approaches work with energy and a positive, constructive attitude;
- Demonstrates strong oral and written communication skills;
- Builds strong relationships with clients and external actors;
- Remains calm, in control and good humoured even under pressure; and
- Demonstrates openness to change and ability to manage complexities.

#### Required Skills and Experience

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##### Education:

- An advanced degree in Development, Strategic Studies, International Relations, Public Administration or a related discipline;

##### Professional Experience:

- **At least 5 years' experience in the development of training modules and courses related to peacekeeping operations;**
- **At least 3 years' experience in the development of training modules and courses related to gender;**
- Prior experience working with the UN and other institutions involved in peacekeeping training and operations;
- Experience in drafting or developing technical guidelines in gender and peacekeeping operations will be an added advantage; and
- Good synthesizing and English writing skills.

##### Language Requirement:

- Proficient in English;
- Proficiency in Bahasa Malaysia will be an added advantage