



TERMS OF REFERENCE

Job ID/Title:	Consultant for the GBVF bystander campaign
Duty Station:	Country Based
Category:	Emergency Response – Prevention of GBVF during COVID-19
Additional Category:	Crisis Prevention & Recovery
Brand:	UNDP
Type of Contract:	Individual Contract (IC)
Category (eligible applicants):	Local
Application Deadline: (Please allow at least one week)	N/A

Languages Required:	Arabic		English	X	Or French		Russian	
	Spanish		Chinese		Portuguese		Other:	

Starting Date:	28/10/2020
Duration of Contract (# of Days):	30 days
Expected Duration of Assignment:	From: 28/10/2020 To: 5/12/2020
Office facilities:	N/A

Background:

The United Nations Development Programme (UNDP) is the UN's global development network, advocating for change and connecting countries to knowledge, experience and resources to help people build a better life. We are on the ground in nearly 170 countries and territories, working with governments and people on their own solutions to global and national development challenges. As they develop local capacity, they draw on the people of UNDP and our wide range of partners that can bring about results.

The Corona Virus Pandemic (COVID19), just like a fiction, is changing households' ways of life, business processes and governments behaviours all over the world. Its impact, if not immediately and successfully mitigated could reverse the gains already made in the first two decades of this century. COVID19 is a non-traditional and non-conventional shock that will continue to drive vulnerabilities of the marginalized and the vulnerable groups and communities for several years to come, if urgent and immediate actions are not taken.

As countries across the globe struggle to manage the COVID-19 pandemic, concerns are being raised about the effect of the pandemic on Gender Based Violence and Femicide (GBVF) in all countries affected by the COVID-19 pandemic. Extended quarantine, and other physical distancing measures enacted to manage the pandemic, are feared to have increased vulnerability to GBVF. Additionally, fear of infection, and rising

public demand for medical care, may potentially make accessing GBV support services (where they are integrated and are permitted to operate) in a healthcare setting difficult. UN Women estimates that globally in the past 12 months 243 million women and girls aged 15–49 years were subjected to sexual and/or physical violence perpetrated by an intimate partner. As a result of the lockdowns imposed to stop the spread of COVID-19, emerging data show that such violence has intensified. The global data and emerging statistics prompted Dr. Phumzile Mlambo-Ngcuka, Executive Director of UN Women, and former Deputy President of South Africa to characterize violence against women and girls as a [shadow pandemic](#)

Before the outbreak of the COVID-19 pandemic, gender-based violence was a major human rights issue in South Africa, and among the highest in the world. According to statistics from the South African Police Service (SAPS), one South African woman is murdered every three hours—a rate five times higher than the world average; and more than 110 rapes are reported to the police per day. The high rate of violence against women led the government to declare gender-based violence and femicide a national crisis. The data and information on the current status of GBV in the country during lockdown has been conflicting. On the one hand, numerous media reports have highlighted the increased risk women in intimate relationships face under lockdown conditions, because they are trapped in their homes with their abusers, unable to leave, escape or reach out for help. Although we do not have accurate data on the prevalence and magnitude of GBV during the – as systematic studies are still being conducted, available reports show that within the first week alone of the current lockdown, South African Police Services (SAPS) received 2,320 complaints of gender-based violence (which are only the reported cases), with only 148 related charges laid. These statistics represent a 37% increase from the weekly average of the 87 290 South African GBV cases reported for 2019. Additionally, according to media sources, the national Gender-Based Violence Command Centre said they had tripled the usual number of calls. The latest statistics show that GBV cases which had been logged and referred between 27 March and 30 April in the country was 842 in total, and 272 between 1-12 May 2020. With regard to femicide, whilst waiting for official release of statistics, news reports during the 2020 Covid-19 lockdown estimate that not less than 21 women and children have been murdered since the uplift of lockdown rules from level 5 to level 3, in May and June 2020.

Globally and in South Africa, many responses and interventions for GBVF prevention have focused on the survivor and perpetrator and very little work has incorporated the role of the bystander in GBVF prevention. Bystander interventions would help to prevent potential occurrence of violence before it happens or before it gets fatal. The aim of this project is to highlight and reinforce the role of the bystander in GBVF prevention, mobilize bystanders to respond to incidences of GBVF and its early prevention, change the attitudes and build the capacity of potential bystanders to respond to GBVF - in the light of the magnitude and seriousness of GBVF, especially during the COVID-19 period and beyond.

Objectives of the assignment:

The objectives of this assignment is to develop content for community radio talk show on the role of the bystander in GBV prevention, consolidate citizens' views from the talk shows on the role of the bystander in GBV prevention, including their views on possible bystander community strategies that can be implemented at community level, transcribe, analyze the data and write a report. This report will form the basis for the development and implementation of a medium to long term programme on community bystander action for GBV prevention.

Duties and Responsibilities:

Under the overall guidance of the COVID-19 Programme Manager and in collaboration with the Communications Analyst and the Gender Focal Team, the Consultant will be responsible for:

- Generating content for the radio talk shows on the role of the bystander in GBVF prevention
- Develop and offer orientation workshop to radio program managers on GBVF programming
- Liaise with the radio stations to record and collect the views
- Transcribe and analyze the views
- Write a report on the collected views including community bystander strategies for GBV prevention
- Based on the findings, develop a project document for funding on the implementation of bystander action against GBV in communities

Expected Deliverables:

The consultant is expected to deliver the following products:

1. Content for radio talk shows on the role of the bystander in GBV prevention
2. Orientation workshop document for radio program managers
3. A plan and schedule for the radio talk shows
4. Transcripts of transcribed and data analysis report
5. Final report capturing the views of citizens on the role of bystanders in GBV prevention and potential community bystander strategies for GBV prevention at community level

In order to deliver the above products, the consultant is expected to perform the following activities:

- Draft content for radio talk shows
- Draft an evidence-based orientation program for the program managers
- Joint planning with the UNDP Communications Analyst, COVID-19 programme manager and community radio station coordinators.
- Liaise with the community radio station coordinators to ensure smooth running and scheduling of the radio shows
- In collaboration with UNDP interns, Transcribe data to prepare an analysis report
- In collaboration with UNDP interns, consolidate the views and draft the report;
- Obtain comments on the draft report from the team: UNDP Gender Focal Team, UN Gender Theme Group, Department for Women and Social Development; Civil Society
- Prepare the final report;
- Prepare a fundable project document.

Expected Outputs:

- **Inception report – *deadline*** - 28 October 2020
- Radio Talk show content – ***Deadline:*** 30 October 2020
- Orientation programme for radio program managers- ***Deadline:*** 1 November 2020

- Draft report- **Deadline:** 15 November 2020
- Final report – **Deadline:** 30 November 2020
- Fundable project document - **Deadline:** 05 December 2020

Reporting:

The consultant will work directly with the UNDP programme manager for COVID-19 and the communications analyst. The consultant will discuss any challenges or bottlenecks that s/he may find in the process with the, UNDP programme manager for COVID-19 and the communications analyst, in consultation with the radio station coordinators, UNDP Interns and the Gender Focal Team to find solutions to enable the achievement of defined objectives.

The Consultant will report to the, UNDP programme manager for COVID-19 to whom s/he will provide briefings on a weekly basis on the progress of the assignment.

Travel:

The consultant is not expected to travel. In case of a request to travel, the costs including transport, lodging and terminal expenses will be covered and paid by UNDP on the basis of UNDP rates.

Payment Method:

All-inclusive Lump Sum Amount as follows:

- 20% upon the submission of Inception Report
- 40% upon submission of draft report
- 20% Upon acceptance of the final report
- 20% upon submission of fundable proposal

Competencies:

Organizational Competencies:

- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Functional:

- Strong analytical and decision-making skills;
- Strong negotiation and communication skills, including ability to produce high quality practical advisory reports and knowledge products,
- Professional and/or academic experience in one or more of the technical areas of the Development or knowledge management field.

Project and Resource Management:

- Ability to produce high quality outputs in a timely manner while understanding and anticipating the evolving client needs;
- Ability to focus on impact and results for the client, promoting and demonstrating an ethic of client service;

- Strong organizational skills;
- Ability to work independently, produce high quality outputs; and
- Sound judgment, strategic thinking and the ability to manage competing priorities.

Partnership building and teamwork:

- Demonstrated well developed people management skills;
- Strong ability to manage teams; creating an enabling environment, mentoring and developing staff;
- Excellent negotiating and networking skills;
- Demonstrated flexibility to excel in a multi-cultural environment; and
- Provides constructive coaching and feedback.

Communications and Advocacy:

- Strong ability to write clearly and convincingly, adapting style and content to different audiences and speak clearly and convincingly;
- Strong presentation skills in meetings with the ability to adapt for different audiences;
- Strong analytical, research and writing skills with demonstrated ability to think strategically;
- Strong capacity to communicate clearly and quickly; and
- Strong inter-personal, negotiation and liaison skills.

A. Qualifications:

The consultancy is expected to be undertaken by an expert with the following qualifications:

Education:

- Master's degree in social science, gender studies, development studies, political science, human rights or related fields.

Experience:

- Minimum of 5 years of national professional experience in conducting gender analysis, and involvement in developing GBVF interventions
- Experience working with communities on gender-based violence using participatory methodologies
- Experience in developing radio content for mass communication and community participation
- Experience in data transcription, analysis and report writing
- Working experience in emergency settings is highly desirable;
- Work experience on gender issues in South Africa is highly desirable.
- Excellent writing, research, analysis and presentation skills.

Evaluation:

Individual consultants will be evaluated based on the following methodologies:

1. Lowest price and technically compliant offer

When using this method, the award of a contract should be made to the individual consultant whose offer has been evaluated and determined as both:

- a) responsive/compliant/acceptable, and
- b) offering the lowest price/cost

“responsive/compliant/acceptable” can be defined as fully meeting the TOR provided

Technical Evaluation Criteria: 70%;

Qualifications: Master’s degree in social science, gender studies, development studies, political science, human rights or related fields.	5
At least 5 years’ experience working on gender-based violence projects at National, Provincial and Community level in South Africa	20
Experience working with community radio stations to address local issues and developing radio content for mass communication and community participation	10
At least 5 years’ experience in conducting gender analysis, qualitative data collection, transcription, analysis and report writing	15
TOTAL	50

Financial Evaluation Criteria: 30%

B. RESPONSE FORMAT

To facilitate the analysis of responses, all interested parties are required to prepare their response in accordance with the instructions outlined in this section. All proposals should be electronically generated. The vendor will be hired on a UNDP contract.

Applicants are required to submit the following:

- A motivation letter detailing your suitability for this consultancy, experience conducting similar projects and an explanation of how you envisage to conduct and accomplish the above task
- Evidence and examples of similar work done;
- Complete Personal History form P11 form and Personal CV highlighting qualifications and experience in similar projects;
- Work references – minimum of 3 references - contact details (e-mail addresses) of referees
- All-inclusive financial proposal indicating consultancy fee (South African Rand) and a breakdown of expenses (unit price together with any other expenses) related to the assignment.

Applicants are required to submit the following documents to bid.pretoria@undp.org on or before the **14th October 2020** with the subject line: **Job Code Title and Reference Number**.

CONTACT PERSON

For any enquiries regarding this call for proposal, contact the UNDP procurement.enquiries.za@undp.org / lerato.maimela@undp.org

Incomplete applications will not be considered. Please make sure you have provided all requested materials

Qualified women and members of minorities are encouraged to apply.

UNDP is committed to achieving workforce diversity in terms of gender, nationality and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.