

Terms of Reference for a Gender and Social Safeguards Consultancy for HWC in South Africa with application to the SADC region

Request for: Consultant ☒ Individual contractor ☐

Organizational Unit: UNEP South Africa Office.

POSITION TITLE : Consultant: Gender and Social Safeguards Consultancy for HWC in South Africa with application to the SADC region
ORGANIZATION : United Nations Environment Programme
TYPE OF CONTRACT : Consultant
DUTY STATION : Home based, may include in-country travel
TITLE OF SUPERVISOR : Head, UNEP South Africa office
PROPOSE PERIOD : 15 February 2021 – 15 December 2021
ACTUAL WORK TIME : 10 Months
DEADLINE FOR : 28 January 2021
SUBMISSION

A. INTRODUCTION AND BACKGROUND

The Government of South Africa has acquired funds from the GEF through UNEP for a project titled: **“Reducing Human Wildlife Conflict through an Evidence-based and Integrated Approach in Southern Africa”**.

This proposed project has received a Project Preparation Grant (PPG) to prepare a Full-Sized Project (FSP) document, based on the approved project proposal concept (PIF). The project focusses on Human-Wildlife Conflict (HWC) related to the Transfrontier Conservation Areas (TFCAs) of the Southern African Development Community (SADC) with the elephant as the target species. Although the project is fully funded by the South Africa GEF 7 STAR allocation, it includes activities to be done at regional level for the SADC, namely Angola, Botswana, DRC, Eswatini, Malawi, Mozambique, Namibia, South Africa, United Republic of Tanzania, Zambia, Zimbabwe. The Objective of the Project is to create an enabling environment and evidence-based approach on mitigating the effects of human-wildlife conflict in the SADC region. The approved concept has three components, namely:

- Component 1: Strengthening the Management of Elephants in South Africa
- Component 2: Reduced Human Wildlife Conflict (HWC) in South Africa
- Component 3: Harmonized and coordinated management of elephants and HWC in SADC region

The PPG phase is considered as a preparatory phase and its final output will be a UNEP /GEF project document and GEF CEO Endorsement Request submitted to and approved by UNEP and GEF, with all required supporting information. UNEP is, therefore, seeking the services of a consultant to provide required information pertaining to gender and social safeguards, to be used in development of the project document and CEO endorsement request.

B. PURPOSE OF THE CONSULTANCY

According to the PIF, the project aims to build on the experiences of South Africa and other SADC member States to improve collaboration for enhanced elephant management in the region. Activities will promote wide

adoption of scientific and adaptive management norms and standards for the management of elephants and human development in TFCAs. The project will also engage different sectors (e.g. agriculture, water, tourism, planning and development) in transboundary areas of key strategic importance, to develop and adopt integrated policies that address HWC and ensure the resilience of the landscape for both elephant and human populations. Best practices and lessons learned through these processes will be disseminated through appropriate forums, communities of practice and clearing house mechanisms.

Therefore, the overall aim of this assignment is to provide required information pertaining to gender and social safeguards to be used in development of the project document and CEO endorsement request as described in section C below.

Ultimate results of the consultancy	<ul style="list-style-type: none"> provide background and baseline information on gender and social safeguards as they relate to the management of elephants and HWC in South Africa and the SADC region provide a detailed description of recommended activities to be done and their associated costs. provide the indicators, baseline information and targets and assumptions for those indicators
Title of the project:	GLOBAL ENVIRONMENT FACILITY Project Preparation Grant (PPG) of the project titled “Reducing Human Wildlife Conflict through an Evidence-based and Integrated Approach in Southern Africa”.
Identification number of the project:	11227/S1-32GFL-000617/14AC0003 / SB-015507
Source of funds;	extra-budgetary
Budget line to charge:	xxxxx
Indicative level of remuneration	C
The total remuneration payable for this service	\$10,000

C. DUTIES AND RESPONSIBILITIES OF THE CONSULTANT

Under the direction and supervision of the GEF Task Manager at UNEP, the consultant will be required to undertake the following specific tasks in close collaboration and consultation with the project team and project participants (e.g., the international consultant/team leader, the national consultant for components 1 and 2, the international consultant for component 3, the national coordinator, the Chief Director: Biodiversity Monitoring and Specialist Services, Department of Environment, Forestry and Fisheries (DEFF), and members of the Project Preparation Steering Committee).

The consultant will be expected to review and take into account relevant UN Environment and GEF documentation on the requirements for gender mainstreaming into UN Environment and GEF projects, including: UN Environment’s Policy and Guide on Gender Equality and the Empowerment of Women; UN Environment’s Gender Equality Strategy; UN Environment’s Social and Environmental Standards; UN Environment’s Safeguard Risk Identification Form (SRIF) ; GEF’s Gender Mainstreaming at the GEF; GEF’s Policy on Gender Mainstreaming; and GEF’s Gender Equality Action Plan), and other relevant documents. The consultant will be expected to identify and analyse national and local level documents of relevance.

The consultancy will include the following tasks, among others.

Tasks

1. Develop a detailed methodology and work plan of the assignment. This will be shared with team members to develop an overall project work plan.

2. Develop Gender Engagement Plan to be undertaken by team members during the PPG phase. Identify civil society organizations and private sector entities related to gender mainstreaming that can participate in the meetings/workshops, and assess what roles they will play in project implementation. Ensure action points from the UNEP Safeguard Risk Identification Form (SRIF) for the PIF process are fully implemented during the PPG.
3. Participate in community meetings (where feasible, pending COVID-19 and travel considerations).
4. Conduct an analysis of gender equality and women's empowerment (women and youth) and social safeguards for the project, including: the root causes and barriers; institutional/policy context; and stakeholder mapping pertaining to gender and social safeguard challenges facing the respective communities, particularly as they relate to HWC in community areas associated with TFCAs in South Africa and SADC region.
5. Conduct and compile the UNEP Safeguard Risk Identification Form (SRIF) as it pertains to gender and social safeguards. Identify and address opportunities and risks. Work closely with UN Environment's Safeguard Advisor (and other team members/participants) in order to ensure the relevant risks of the project are fully addressed.
6. Based on the results of the gender analysis and engagement activities, the SRIF and in consideration of GEF and UNEP guidance, develop a Gender Action Plan to address gender aspects in the design and implementation of the project. The action plan will include the following elements and other relevant aspects as warranted:
 - a. Description of the national local community contexts (as it relates to gender) and a quantifiable baseline (cited and referenced).
 - b. Results of the analysis and detailed description of existing gender gaps in access to and control over natural resources especially with respect to HWC, and proposed measures and activities to address the gaps and challenges related to gender equality and women's empowerment.
 - c. A description of how the project will strive to improve women's participation and decision making in the project, and how the project can generate socio-economic benefits or services for women and youth in the project areas.
 - d. Recommended activities for incorporation into the project design, including outputs, activities, indicators, and budget considerations. Describe the benefits that the proposed activities will bring.
 - e. Recommended means and timing for how stakeholders should be consulted in project execution to enable effective engagement of women and youth, how information will be disseminated, and an explanation of any resource requirements throughout the project cycle to ensure proper and meaningful stakeholder engagement.
 - f. Roles of gender-related civil society organizations and private sector in project implementation.
 - g. Description of potential risks (e.g., climate change, COVID-19, etc.) that might prevent the project objectives/activities from being achieved, and, proposed mitigation measures to address these risks (a table format is acceptable).
 - h. Outcome-level quantitative and qualitative SMART indicators pertaining to gender and social safeguards (including socio-economic and sex-disaggregated indicators).
7. Provide a record of all consultation events/meetings including minutes, meeting/workshop reports and list of participants/attendees.

D. OUTPUTS/EXPECTED DELIVERABLES

Deliverable no.	Type of deliverable	expected deliverable date	Conditions for approval
Deliverable 1:	A detailed methodology and work plan of the assignment.	One week upon signing the contract	approved by the UNEP GEF Task Manager, the Chief Director: Biodiversity Monitoring and Specialist Services,

			Department of Environment, Forestry and Fisheries (DEFF), and the UNEP SA HoA
Deliverable 2:	A Gender Engagement Plan to be undertaken by team members during the PPG phase. Identify civil society organizations and private sector entities related to gender mainstreaming that can participate in the meetings/workshops, and assess what roles they will play in project implementation. Ensure action points from the UNEP Safeguard Risk Identification Form (SRIF) for the PIF process are fully implemented during the PPG.	By 15 February 2021	As above
Deliverable 3:	Participation in community meetings (where feasible, pending COVID-19 and travel considerations).	Tbd per meeting/workshop schedule	
Deliverable 4:	An analysis of gender equality and women's empowerment (women and youth) and social safeguards for the project, including: the root causes and barriers; institutional/policy context; and stakeholder mapping pertaining to gender and social safeguard challenges facing the respective communities, particularly as they relate to HWC in community areas associated with TFCAs in South Africa and SADC region.	By 30 May 2021	As above
Deliverable 5:	UNEP Safeguard Risk Identification Form (SRIF) as it pertains to gender and social safeguards. Identify and address opportunities and risks. Work closely with UN Environment's Safeguard Advisor (and other team members/participants) in order to ensure the relevant risks of the project are fully addressed.	By 30 May 2021	
Deliverable 6:	A Gender Action Plan to address gender aspects in the design and implementation of the project. (details in part C).	By 30 May 2021 (draft to include activities and draft budget) By 30 September 2021 (final)	
Deliverable 7:	A record of all consultation events/meetings including minutes, meeting/workshop reports and list of participants/attendees. Review and comment on draft PPG materials at the various stages to enable a comprehensive and accurate project proposal.	By 30 September 2021	

E. REPORTING ARRANGEMENTS

UNEP South Africa will contract the consultant to undertake the assignment as described in this ToR. The consultant will report dually to the UNEP/GEF Task Manager and to the Chief Director: Biodiversity Monitoring and Specialist Services, Department of Environment, Forestry and Fisheries (DEFF), of the government of South Africa. All deliverables submitted by the consultant should be approved by the Chief of the GEF/ BD/LD/BS Biodiversity and Land Degradation Unit of the Ecosystem Division of UN Environment before any payment is made.

F. DUTY STATION

The assignment is home-based.

G. DURATION OF THE CONTRACT

In approximately 10 months of total work throughout the duration of the PPG process (various tasks are expected to be done concurrently), the consultant is expected to have completed the work preferably commencing on 15 February 2021 and ending by 15 December 2021.

H: PAYMENT MODALITIES

The consultant shall be paid the consultancy fees as structured below.

- i. 20% upon signature of the contract and submission of acceptance of Deliverable 1 and 2
- ii. 40% after completion, submission of acceptance of Deliverables 3, 4 and 5
- iii. 40% after completion, submission of acceptance of Deliverable 6, 7

I: TRAVEL

The assignment will require the consultant to travel. The actual travel costs and arrangements will be made by the UNEP country Office in South Africa.

J: COMPETENCES, REQUIRED SKILLS AND EXPERIENCE

Technical Criteria - 70% of total evaluation – max. 70 points:

- **Criteria A:** Master's degree in a relevant field such Sociology, Women's Studies, Environmental Management, Environmental law. (10)
- **Criteria B:** Minimum 10 years of professional experience in the field of social sciences, with special focus on Human Wildlife Conflict in the SADC region; management. (15)
- **Criteria C:** Experience in integrated policy development processes associated with local community use of natural resources. (15)
- **Criteria D:** Experience with policy or institutional development/implementation/reform, related particularly to wildlife management. (15)
- **Criteria E:** Expertise in managing relationships and developing and maintaining strategic partnerships including across government and non-government actors is desirable and experience in designing and/or implementing conservation and related activities in developing countries, specifically Africa. (10)
- **Criteria F:** Experience working with international organizations, including UN Environment and the GEF, in project development, implementation, management and monitoring and evaluation of sustainable development projects is preferred. (5)

Competencies

- Ability to conduct research and analysis and strong synthesis skills;
- Strong team building skills, focuses on impact and result for the assignment and responds positively to critical feedback; consensus-oriented;
- Highly developed inter-personal, negotiation and teamwork skills, networking aptitude;
- Regional and national knowledge is highly desirable;
- Excellent English drafting and communication skills.

Required Skills and Experience

- Knowledge and experience of peoples' relationship with their natural resources across the SADC region.

Education:

- Master's degree in a relevant field such Sociology, Women's Studies, Environmental Management, Environmental law.

Experience:

- Minimum 10 years of professional experience in the field of social sciences, with special focus on Human Wildlife Conflict in the SADC region; management
- Experience in integrated policy development processes associated with local community use of natural resources;
- Experience with policy or institutional development/implementation/reform, related particularly to wildlife management;
- Expertise in managing relationships and developing and maintaining strategic partnerships including across government and non-government actors is desirable
- Experience in designing and/or implementing conservation and related activities in developing countries, specifically Africa;
- Experience working with international organizations, including the United Nations and the GEF, is preferred
- Experience with project development, implementation, management and monitoring and evaluation of sustainable development projects.

Language:

- English and French are the working languages of the United Nations Secretariat. Fluency in English is required for this position.

Interested candidates may send their Cover Letter **with a proposed daily fee**, a P11 completed form and Curriculum Vitae to the Subject line **“Consultant Gender and Social Safeguards Consultancy for HWC in South Africa with application to the SADC region”** to:

bid.pretoria@undp.org

(incomplete applications will not be considered)

For technical queries, please contact Cecilia Njenga at cecilia.njenga@un.org

Correspondence will be limited to shortlisted candidates only.

UNEP reserves the right not to make an appointment.

Deadline for submission: 28 January 2021