

## TERMS OF REFERENCE

For a consultant

### **National Consultant – national survey: consultations on implementation of peace agreement**

#### ***Rapid Response Window on women's participation in peace processes and the implementation of peace agreements Women's Peace and Humanitarian Fund (WPHF)***

<b>Location:</b>	Mount Barclay, Montserrado County, Liberia
<b>Department:</b>	Peace and Security and Humanitarian Action
<b>Type of Contract:</b>	Special Service Agreement, SSA
<b>Languages Required:</b>	English
<b>Expected workload:</b>	5 weeks consultancy to: <ul style="list-style-type: none"><li>• conduct dialogue and capacity-building workshops in Montserrado and Nimba counties on the implementation of the recommendations from the 2009 Truth and Reconciliation Commission report;</li><li>• develop an advocacy report based on the workshop findings.</li></ul>

**Application Deadline:** 25<sup>th</sup> April 2021

### **I. Organizational Context**

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

The Women's Peace and Humanitarian Fund (WPHF) is a partnership between the United Nations and the civil society, which supports women led and women's rights organizations working to build peace and provide humanitarian response throughout the world. Since the end of 2016, the WPHF has been supporting over 200 civil society organizations and is present in 20 countries.

UN Women hosts the Secretariat of the Women's Peace and Humanitarian Fund. The WPHF Secretariat provides support to the Funding Board, mobilize resources from Governments, companies, foundations and individual, provides day to day support to Country Offices implementing WPHF programmes, ensures timely and quality monitoring and reporting. In April 2020, following the recommendation of the UNSG in his 2019 report on WPS, the WPHF Funding Board established a new Rapid Response Window (RRW) on women's participation in peace processes, as well as a Rapid Response Window Unit to be hosted by the WPHF Secretariat.

Under the direct supervision of the Rapid Response Window Unit together with Libera Future Trust (LiFT), the consultant will conduct dialogues and capacity-building workshops with selected participants from Montserrado and Nimba counties to identify barriers and define strategies that will promote women's meaningful participation in the implementation of the 2003 Accra Peace Agreement, specifically Article XIII on the Truth and Reconciliation Commission (TRC). Following the dialogues and workshops, the consultant will develop a report to form the basis of coordinated advocacy activities to strengthen women's participation in the monitoring and implementation of the TRC recommendations.

### **II. Description of the Rapid Response Window**

In order to accelerate the implementation of the WPS agenda, in October 2019, in his annual report on WPS,<sup>1</sup> the UN Secretary-General called on the Women's Peace and Humanitarian Fund (WPHF) to open a rapid response window on women's participation in peace negotiations and the implementation of peace agreements.

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<sup>1</sup> S/2019/800 p.37

The RRW aims to empower women’s civil society organizations to define their strategies and lead their initiatives. Its overall objective is to support short-term, strategic initiatives to enhance women’s meaningful participation at tracks 1 and 2, during all stages of national, subnational or international peace processes. The WPHF refers to a ‘peace process’ as a political process to resolve conflict through peaceful means – usually a mixture of politics, diplomacy, negotiations, mediation and dialogue in different areas. This could include, for example, enhancing women’s leadership and engagement in political processes, disarmament, demobilization and reintegration (DDR) programs, constitution making, security sector and judicial reforms, ceasefires, and wider post-conflict reconstruction and recovery decision-making processes.

The scope for requests for support provided by the RRW is purposely diverse and open to encompass demands to support women’s meaningful participation through urgent interventions. While the scope is large, initiatives are short in duration (maximum 6 months) aiming to address rapidly a specific gap with an identified impact-specific action at different stages.

## **II. Purpose of consultancy**

LiFT has been approved as a CSO partner of the RRW under the Direct Support stream. LiFT’s request for support will be purchased and arranged by WPHF. The request for support is for a Consultant – dialogue and capacity-building workshops in Montserrado and Nimba counties on the implementation of the recommendations from the 2009 TRC report.

Following three (3) years of extensive consultations in Liberia and in the diaspora and with over 20,000 statements and 800 public hearings which highlighted massive human rights abuses, the TRC Final Report was released in December 2009. The TRC put forward 207 recommendations that would help address the issues that led to the civil crisis, heal the wounds, repair broken relationships as well as promote reconciliation, durable peace and sustainable development, and ensure the full attainment of human rights for all.

In November 2020, UN Women and the Independent National Commission on Human Rights (INCHR) held a one-day validation of the findings from a survey on the status of the implementation of the TRC Recommendations related to women. The survey report put forward a recommendation to CSOs to carry out structured massive awareness about the 2009 TRC Report throughout the country.

The Consultant will 1) facilitate two workshops in Montserrado and Nimba counties respectively, following the recommendation of the 2020 validation report of UN Women and INCHR to address the exclusion of women-led organizations in the monitoring and implementation process; 2) develop a report with evidence-based recommendations to inform collective advocacy efforts of the organizations participating in the workshops, to strengthen women’s participation in the implementation and monitoring of Article XIII (on the TRC) of the 2003 Accra Peace Agreement.

The workshops should comprise: i) an informative session for stakeholders on the recommendations from the 2009 TRC report; ii) a dialogue to gather stakeholders’ perspectives and priorities on the monitoring and implementation of the TRC recommendations; iii) a capacity-building training for advocacy and campaigns activities, including on entry points for raising awareness, identifying barriers and defining strategies to promote women’s meaningful participation in the monitoring and implementation of the TRC recommendations. The report should present the key findings of the workshops.

LiFT is responsible for selecting the participants in the workshops. LiFT will also keep UN Women Liberia, UNDP and INCHR informed of the activities above.

## **III. Responsibilities**

Facilitate two workshops with stakeholders from Montserrado and Nimba counties on the 2009 TRC report recommendations.

Develop a brief report based on the workshops to highlight key findings and support advocacy efforts.

### Key Deliverables

- Hold inception meeting with project stakeholders to understand the objectives and scope of the assignment (within 4 days of signing the MOU).
- Provide a summary workplan based on the inception meeting (within a day of the inception meeting).
- A 2-day workshop in Montserrado county (25 participants) and a 2-day workshop in Nimba county (20 participants) to:
  - inform selected participants of the recommendations of the 2009 TRC report recommendations

(following Article XIII of the 2003 Accra Peace Agreement);

- facilitate dialogue to identify barriers, perspectives and priorities;
- and build capacity related to advocacy and campaigns strategies for women's meaningful participation.
- Timely preparation (within 5 days) of a summary report following the two workshops to highlight key issues from the dialogues and to form the basis of collective advocacy efforts of organizations participating in the workshops.

#### **IV. Competencies**

##### Core Values

- Respect for diversity
- Professionalism
- Integrity

##### Core Competencies

- Awareness and sensitivity regarding gender issues
- Effective communication
- Inclusive collaboration

##### Technical Competencies

- Workshop and dialogue facilitation skills
- Advocacy and campaigns strategies for women's meaningful participation
- Strong partnership and coordination skills
- Formal written communications

#### **V. Required Skills, Knowledge and Experience**

##### Education

- Master's degree or equivalent in public administration, law, human rights, gender equality, social sciences or other related areas is required.
- A first-level university degree in combination with two additional years of qualifying experience may be accepted in lieu of the advanced university degree.

##### Knowledge and Experience

- At least 8 years of demonstrable experience in conducting consultations with stakeholders through key informant interviews and focus group discussions
- Strong understanding of the context in Liberia, including the gendered impacts of the conflict and the roles of women in the monitoring and implementation of the 2003 Peace Agreement
- Strong understanding of the 2003 Accra Peace Agreement and the 2009 Truth and Reconciliation Report
- Strong understanding of the barriers to women's full, equal and meaningful participation in peace processes and the implementation of peace agreements
- Experience in building partnerships and working collaboratively with local and national women's groups and peace advocates
- Experience in developing written reports for advocacy purposes
- An understanding of the Liberian Constitution/law in Liberia

##### Language Requirements

- Fluency in English is required.

#### **VI. Performance evaluation**

Contractor's performance will be evaluated against such criteria as: timeliness, responsibility, initiative, communication, accuracy, and quality of the products delivered.

### **I. Submission of application**

Interested candidates are requested to submit electronic application to [liberia.procurement@unwomen.org](mailto:liberia.procurement@unwomen.org) no later than **25<sup>h</sup> April 2021**.

#### **Submission of package**

1. Cover letter.
2. CV, including contact information for 3 referees.
3. Financial proposal.
4. UN Women P-11 form, available via <http://www.unwomen.org/en/about-us/employment>