

## TOR- WOMEN'S LEADERSHIP AND POLITICAL PARTICIPATION ASSOCIATE

<b>Location:</b>	Monrovia, <b>Liberia</b>
<b>Additional Category:</b>	Women's Empowerment
<b>Type of Contract:</b>	National Individual Contract
<b>Post Level:</b>	Consultant
<b>Languages Required:</b>	English
<b>Starting Date:</b> (date when the selected candidate is expected to start)	15 April 2021
<b>Duration of Initial Contract:</b>	2 months (20 working days per month)
<b>Expected Duration of Assignment:</b>	2 months

### BACKGROUND AND RATIONALE

Grounded in the vision of equality enshrined in the Charter of the United Nations, UN Women 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. Placing women's rights at the center of all its efforts, UN Women leads and coordinates United Nations System efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in support of Member States' priorities and efforts, building effective partnerships with civil society and other relevant actors.

Women's leadership and political participation is one of UN Women's primary areas of work as mandated in its inception, recognizing the integral role of women in strong and stable democratic processes. Through its Leadership and Governance section, UN Women works to implement Goal 1 of the Entity's Strategic Plan 2018-21 "Women lead and participate in all areas of decision-making". UN Women's theory of change for women's political empowerment and leadership, based on the achievements of women in politics and lessons learned to date, envisions a four-pronged strategy: (1) support development and implementation of robust legal frameworks and administrative arrangements that promote gender balance and facilitate women's participation; (2) expand the pool of qualified and capable women to run for election; (3) transform gender norms so that women are accepted as legitimate and effective leaders; and (4) support women leaders in gender-sensitive political institutions to attract, promote and retain women leaders, and highlight the constructive contribution they make to decision-making.

Aligned with this strategy, UN Women's West and Central Africa Regional Office (WCARO) in Dakar, Senegal, launched a new, Multi-Country Programme in 2017, spanning four countries in the region: Central African Republic (CAR), Guinea, Liberia and Nigeria. The proportions of women in lower/single houses of parliament in these four countries (CAR – 8.7%; Guinea – 21.9%; Liberia – 12.3%; Nigeria – 5.6%) are below the sub-Saharan Africa average (23.8%), and have largely stagnated. A key component of the Programme, therefore, involves the provision of technical support to political parties – the main vehicle for women's election to office – to enhance their capacity to promote gender balance in politics and become more gender-sensitive institutions by: nominating more women candidates to winnable positions; adopting voluntary, gender-sensitive reforms to internal party processes and statutes; devising and implementing gender-sensitive policies and strategic plans; and devising codes of conduct which sanction discriminatory behaviour and harassment, among other strategies.

In this context, UN Women in Liberia will engage a consultant to conduct a "Repertoire of Women Leaders" in consultation with the Ministry of Gender, Children and Social Protection and other relevant stakeholders.

Under the overall guidance of the Deputy Representative of UN Women Liberia and direct supervision of the Program Specialist, Governance, Women Participation, and Leadership, the National Consultant will assist the International Consultant in developing a repertoire of women leaders and ensure follow up including drafting of consultation report/s.

## **DUTIES AND RESPONSIBILITIES**

The National Consultant will be responsible for supporting the International Consultant to design the repertoire including collecting and reviewing resumes and organizing the validation workshop. In addition, the National Consultant will be responsible for drafting of consultation reports. Specifically, the consultant will be responsible for the following tasks:

### **Task 1: Produce the repertoire of women's leaders of Liberia**

- Support the TOT for repertoire with Core Reference Group (to be named by UN Women)
- Support the International Consultant to follow up/ consolidate women leaders resumes
- Liaise with UN Women and partners for editing and publishing the repertoire
- Submit a final version of the repertoire

## **KEY DELIVERABLES:**

- TOR and submission formats
- Repertoire of women's leaders of Liberia
- Draft Consultation reports
- Submit consultancy report

## **COMPETENCIES**

### **Core Values and Guiding Principles**

- Demonstrates integrity by modeling UN Women values and ethical standards.
- Demonstrates a commitment to UN Women's mission and vision.
- Able to work effectively within a team.
- Displays cultural and gender sensitivity and adaptability.
- Able to multi-task and juggle competing demands.
- Can assess and prioritize work needs quickly.
- Able to relate to external partners, including other international organizations and agencies, NGOs, grassroots community groups, etc.

### **Functional Competencies**

- Sound expertise in gender equality and women's empowerment, including on women's political participation
- Communications or knowledge management experience will be an advantage
- Academic and practical research experience
- Fluent in Microsoft word, excel, e-mail, web-based applications and databases
- Demonstrated leadership and personal examples of promoting knowledge management and a professional learning environment
- Outstanding networking, team-building, organizational and communication skills
- Capacity to work with diverse partners including governments, donors and civil society
- Ability to work effectively and harmoniously with people from varied cultures and professional backgrounds
- Results based management skills
- Ability to produce well-written documents demonstrating excellent interpersonal communication skills

### **Education**

- Undergraduate university degree in Gender Studies, Political Science, Sociology, International Relations, or relevant field and/or equivalent practical experience

**Experience**

- A minimum of 3 years of relevant work experience in the field of gender equality and women's political empowerment
- Substantive experience in women's leadership and participation in politics
- Research experience is an asset
- Experience in working in a multicultural environment
- Sound knowledge of international standards on human rights, women's rights and related instruments
- Experience with UN Intergovernmental processes including those related to women's empowerment, gender mainstreaming and gender equality is an asset
- Experience working with multi-stakeholder organizations is required: governments, CSOs, and the UN/ multilateral/bilateral institutions

**Language**

- Fluency in oral and written English is required.

**APPLICATION SUBMISSION PROCESS**

Please submit the following to demonstrate your interest and qualifications:

Price proposal (All-inclusive monthly fee)

Interested individuals are kindly requested to submit monthly lump sum including travel and living allowance in Liberia. The number of months of this consultancy is 2 months.

Please note that no travel cost is required/accepted

Personal CV and/or P11 of the lead expert

Applicants are encouraged to fill and sign a P11 Form and submit it on the online application [liberia.procurement@unwomen.org](mailto:liberia.procurement@unwomen.org) , although regular CVs are also acceptable. The P11 Form can be obtained at <http://www.unwomen.org/en/about-us/employment>.

Application Evaluation Process

Individual consultants will be evaluated based on the Cumulative Analysis of resume and motivation letter [70%], where the award of the contract will be made to the individual whose offer has been evaluated and determined as:

- a) Responsive/compliant/acceptable, and
- b) Having received the highest score out of a pre-determined set of technical and financial criteria specific to the solicitation.

The following criteria will be used in Technical Evaluation:

- Relevant work experience in the field of women's political participation
- Relevant experience working directly with political parties
- Demonstrated research experience and knowledge products produced and published

UN Women is applying fair and transparent selection process that would take into account both the technical qualification of Consultants/firms as well as their price proposals. The contract will be awarded to the candidate obtaining the highest combined technical and financial scores.