



UN Women Rwanda Country Office Call for Applications: Experts and Consultants Roster 2018 -2021

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 the efforts of the United Nations system to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. UN Women provides strong and coherent leadership in support of Member States' priorities and efforts, building effective partnerships with civil society and other relevant actors.

In order to connect UN Women with a diverse range of knowledgeable and experienced gender experts and trainers around the world who possess expertise in the areas of work covered by UN Women's mandate, UN Women Rwanda Country Office is establishing a roster of experts and trainers. This roster will facilitate the recruitment, hiring and evaluation of consultants from several thematic areas.

In this context, UN Women is currently inviting experienced experts and trainers (national and international individual consultants) to apply to be considered for registration in the UN Women Rwanda expert and trainers roster in the various thematic areas

Profiles & Expertise:

We are in particular looking for experts from the following sectors;

- Government agencies;
- Private Sector
- Civil Society Organizations (CSOs) and Non-Governmental Organizations (NGOs)
- Regional Economic Commissions;
- United Nations;
- Development agencies globally;
- Industry, business associations and innovation agencies;
- Universities and research institutes and think tanks;
- Media.

...with expertise in at least one of the following thematic areas:

- Governance, Leadership and Political Participation;
- Peace and security;
- Policy;
- Programme Management;
- Research and Statistics;

- Rule of law and gender;
- Strategic Planning and Coordination;
- Sustainable Development Goals;
- Violence Against Women and Access to Justice;
- Women's Economic Empowerment;
- Gender mainstreaming;
- Communications for Development and Multimedia;
- Disaster Risk Reduction;
- Environment and gender;
- Gender and Development;
- Gender Planning and Decentralization;
- Transformational leadership
- Gender Responsive Budgeting;
- Humanitarian, Peace and Security;
- Institutional Capacity Assessment;
- Knowledge Management;
- Media Relations and Advocacy;
- Software and digital platform development
- Partnership and Resource Mobilization;
- Planning, Monitoring and evaluation;
- Programmes and project formulation;
- Programmes and Projects evaluation;
- Sexual Exploitation and Abuse;
- Translators (French, English, Kinyarwanda, Kiswahili...)

We are particularly looking for experts who can provide expertise in gender equality and women's empowerment in the fields listed.

Qualification Requirements

Education:

Advanced University degree in diverse areas of expertise listed in the call.

Experience:

- At least five years of proven working experience relevant to the selected thematic area;
- Extensive technical knowledge relevant to the thematic area;
- Excellent oral and written skills;
- Excellent drafting and formulation skills; proven record of official reports or papers/studies in the selected area;
- Experience with gender equality and women's empowerment;
- Experience with international development agencies including the United Nations an asset;
- Experience with training and facilitation is an asset.

Evaluation of Applicants:

All applicants will be reviewed and go through a selection and assessment process to demonstrate their technical and organizational capabilities. Successful applicants will be considered for individual engagements with UN Women in diverse areas of work as per needs.

Please specify the area of expertise you are applying for. An expert can apply for no more than three listed areas in the call.

Potential Contracting Arrangements:

Successful candidates will be included in the relevant thematic area of the UN Women Roster of Experts;

Entry into the roster system does not necessarily mean a guaranteed contract with UN Women. This will depend on forthcoming needs;

When a request for services arises, UN Women will contact the most appropriate consultant from the roster. While a formal direct selection process will not be conducted, there may be some selection procedures (i.e. verification interview);

A specific Terms of Reference outlining the outputs for each assignment will be provided and a Special Service Agreement (SSA) Contract will be issued to the consultant, detailing the time frame and deadlines for the position. Conditions of an assignment may be negotiable;

Only applicants who pass all screening procedures will be included in the roster.

Note: Interested Experts, Consultants who have ever worked with UN Women Rwanda in the past should also send their updated Curriculum Vitae as at the time of application.

Once selected, the Experts will remain in the roster for a maximum of 3 years but will have to re-apply if there is still interest from the Expert to stay in the roster beyond that period.

How to apply?

Interested applicants are invited to submit their online applications made of their updated CVs as well as a motivation letter elaborating on their experience and interest to serve UN Women as a Consultant in the specific area(s) of interest. Applications are sent to rwanda.offers@unwomen.org and will be received by 15 September 2018 at 5:30PM Kigali-time