

## REPUBLIC OF RWANDA



## MINISTRY OF SPORTS

### **Terms of reference to develop guidelines for Gender-Based Violence (GBV) Prevention and Response in the sports sector**

Location:	Rwanda
Type of Contract:	SSA
Post Level:	National Consultant
Languages Required:	English and Kinyarwanda
Starting Date: (date when the selected candidate is expected to start)	Beginning of November 2022
Deadline for Application:	28 October 2022
Expected Duration of Assignment	60 working days
Duty Station	Kigali

#### **I. Background**

Gender-based violence (GBV) is a violation of human rights and a life-threatening issue that continues to disproportionately affect women and girls. Social and cultural norms and beliefs as well as women's economic dependence vis-à-vis men are among the key underlying causes and drivers of violence against women and girls in many countries including Rwanda.

The Government of Rwanda remains committed to ending GBV and violence against women and girls in all its forms, as highlighted in different legal, policy, and planning frameworks. For instance, *the Constitution of the Republic of Rwanda of 2003 revised In 2015* enshrines the principles of gender equality and women's rights and provides for a minimum 30% quota for women in all decision-making positions. *Law No.59/2008 on the Prevention and Punishment of Gender-Based Violence (GBV)* prevents and punishes Gender-Based Violence Crimes in all their forms. In addition, through the National Strategy for Transformation (NST1 2018-2024), the Government of Rwanda committed to strengthening prevention and response strategies to fight against GBV and child abuse. The *Prime Minister's Order N°001/03 of 11/01/2012 determining modalities in which Government Institutions Prevent and Respond to Gender-Based Violence*

gives responsibility to all Government institutions for GBV prevention and Response and Reporting.

This is a reiteration of the Rwandan Government's commitment to gender equality and family promotion and the understanding that the long-term development goals as a set cannot be attained if men, women, boys, and girls are not brought on board to air their voices so as together they can successfully embark on the journey of national transformation. With this context, in 2019, the sector of sports and culture developed a gender mainstreaming strategy to make sure all gender equality concerns in sports and culture are resolved.

The gender mainstreaming strategy raised some key issues among others the following:

1. an issue of '*Sexual Violence which is a serious concern in the Sports sector*'. It affects men and women, boys and girls, and has adverse physical and Psycho-social consequences on the survivor, may highly inhibit the talents of the people especially girls and women
2. Limited knowledge about gender and gender mainstreaming, gender-responsive budgeting and GBV
3. Lack of strategies/mechanisms to protect the sports players and actors against gender-based violence in sports

Different recommendations have been made and among them are:

1. Develop guidelines on coaches and other staff regarding GBV prevention and response in sport (Culprit of children's pregnancy should receive due punishment even for coaches who misbehave (sexually) before women/girls)
2. Establish and disseminate standards and guidelines on Gender equality, and GBV response;
3. Mobilization of all sports actors on Gender equality, GBV and the fight against violence in sports

It is with this background that the Ministry of Sports in partnership with UN Women is hiring a consultant to develop the guidelines for GBV prevention and response in sports.

## **II. PURPOSE OF THE CONSULTANCY**

The main objective of the consultancy is to develop GBV guidelines in line with the Gender mainstreaming strategy and Sports Sector Strategic Plan.

In recognition that prevention and response for sexual and GBV cases is not the work of one Ministry, multi-sectoral coordination is central to our approach towards addressing Gender Based Violence for the general well-being of the sports players and all sports officials. This consultancy, therefore, aims also to develop a referral document and a referral map that will contribute to a deeper understanding of reporting mechanisms among stakeholders.

## **III. OBJECTIVES**

The sexual and gender-based violence guidelines document will expound on prevention, response, reporting, and referral pathways in the sports sector. This document will also help to coordinate, plan, implement, monitor, and evaluate essential actions for the prevention and mitigation of gender-based violence (GBV) across the sports sector.

The developed guidelines document will be utilized in the following ways:

1. Reinforce and enhance the mechanism to combat all forms of GBV in the sports sector, to facilitate sports players and officials' education and empowerment to report cases, protect women athletes against violence, coordinate survivor referral, provide safe spaces and shelters, if need be, and oversee response with relevant stakeholders and service points for cases reported to concerned institutions.
2. Build service providers' capacity through continuing education, training, matches or camps training, and supportive supervision for comprehensive, non-discriminatory care for survivors, injury management, forensic examination, and post-exposure prophylaxis. Other measures should include contraception, trauma counselling, psychosocial support, legal aid, maintenance of confidentiality, preservation of evidence, and free services such as documentation, testifying in court, and referrals (if necessary).
3. Set up response measures, tools, and facilities for policy and law enforcement, social protection, and health-related structures to which cases are reported or referred.

#### **IV. SPECIFIC OBJECTIVES**

The specific objectives of the assignment include:

1. Defining the roles and responsibilities of key GBV actors in the sports sector,
2. Defining key actions/measures necessary for prevention and response to GBV in sports
3. Highlight services that should be offered to victims of GBV and referral pathways from victim to end-point,
4. Develop a GBV guidelines document which will be used as a guiding tool for different key stakeholders in the sports sector

#### **V. SPECIFIC TASKS**

The Consultant is expected to:

- i. Prepare an inception report, detailing the general understanding of the assignment, methodology and deliverables and present it a restricted team of stakeholders for comments, inputs and/or validation
- ii. Conduct the situational analysis on GBV Prevention and response in the Sports sector and produce a related report

- iii. Prepare the draft guidelines document.
- iv. Prepare and present the draft documents to the practitioners and partners in the sports sector for review and feedback.
- v. Prepare and present the final report in English for the organization's approval.
- vi. Prepare and submit the final guidelines document incorporating feedback from the sports sector and its partners.

## **VI. DELIVERABLES**

The consultant in his/her technical bid document will develop a conceptual framework including the technical proposal with a detailed methodology and detailed work plan.

The specific deliverables include:

- i. Inception report showing the consultants' understanding of the assignment with detailed methodology and work plan.
- ii. A mapping of identified areas of more potential GBV cases in the sports sector,
- iii. Based on the findings from the situational analysis of GBV in the sports sector, formulate strategic guidelines for the sports sector to orient its effort toward GBV eradication in sports sector;
- iv. Draft GBV guidelines document in the sports sector.
- v. Present the draft GBV guidelines to key stakeholders of the sector for comments, inputs and validation
- vi. Submit in both hard and soft copies the final GBV guidelines incorporating stakeholders' recommendations/inputs, annexes, and reference materials
- vii. Propose a strategy for mobilizing women/girls' athletes and the sports public in the fight against GBV in sports

## **VII. METHODOLOGY**

The study approach will involve a review of the Sports sector situational analysis of the existing laws and policies addressing Gender Based Violence in the Sports sector report if any and other relevant material to systemize the information into a guiding document.

## **VIII. ADMINISTRATION AND REPORTING**

The consultant (s) will be working under the overall guidance of the Permanent secretary of the Ministry of Sports and the direct supervision of the technical team assigned to support this assignment. All required reports will be submitted in English, in hard copies with annexes, and soft copies sent via emails that will be provided to MINISPORTS and UN Women.

## **IX. TIMING**

The duration of the assignment is a maximum of 2 months (60 days working days) with effect from the day of the signature of the contract. The GBV guidelines will be submitted to MINISPORTS and UN Women as per the agreement in accordance with the signed contract. The consultant will work closely and regularly with MINISPORTS and the technical team to perform the assignment. The draft and final documents will be shared and validated by key stakeholders.

## **X. REQUIRED QUALIFICATIONS OF THE CONSULTANTS**

The individual consult should have:

- Advanced Degree in one of the following: Gender studies, Public Health, Social Sciences, Development studies, Law, or other relevant related fields.
- At least 7 years of working experience in gender analysis, mainstreaming areas and reporting.
- The Consultant should have a proven experience in GBV prevention and response including the development of tools.
- Extensive knowledge of the national GBV situation and its management challenges.
- The consultant should demonstrate the commitment of full-time availability to do the tasks and on minimum supervision.
- At least 3 certificates of good completion for previous related consultancy work.
- Knowledge of the sports sector would be a big advantage.

## **How to apply**

Interested individual consultants should submit electronic copies of Technical and Financial” proposals via email to [rwanda.offers@unwomen.org](mailto:rwanda.offers@unwomen.org). The technical proposal should contain at least: CVs, copies of academic credentials, 3 certificates of good completion of previous related consultancy work as well as a technical proposal document showing the understanding of the intended scope of work, detailed methodology, and work plan. The financial offer should indicate the total budget in the proposal with a detailed breakdown including applicable taxes if any. Applications should be addressed to:

*The UN Women Country Representative,  
UN Women  
Kigali-Rwanda*