

TERMS OF REFERENCE

Local Consultant to design programme for intervention on Eliminating Violence Against Women and Girls in Unilever Catchment Area of Nyaruguru District, Rwanda

- **Organization:** UN WOMEN - United Nations Entity for Gender Equality and the Empowerment of Women
- **Location:** Rwanda, Unilever Company Tea Catchment area (Three sectors: Munini, Mata and Kibeho of Nyaruguru District, Southern Province)

I. Background

Grounded in the vision of equality enshrined in the Charter of the United Nations, the United Nations Entity for Gender Equality and the Empowerment of Women (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. Rooted in UN Women’s mandate on ending violence against women, UN Women has been working since 2011 to implement a Global Flagship Initiative “**Safe Cities and Safe Public Spaces**” including a Safe Cities Free of Violence against Women and Girls Global Programme, in over 50 cities. The Initiative is the first ever global effort to develop model approaches to prevent and respond to sexual violence against women and girls in public spaces, which can be assessed for impact¹.

The Flagship builds on over 40 years of sustained efforts undertaken by women’s organizations, grassroots, and international networks, local governments in cities around the world to create safe inclusive and sustainable cities for women and for all. It was designed with local, regional and global partners in response to the growing concerns about every day experiences of women and girls all over the world, as they experience sexual harassment and other forms of sexual violence in public spaces as they go about their daily routines, whether on city streets, parks, market, pathways to schools, buses and trains or in their own neighborhoods. Such occurrences infringe upon women and girls’ rights and freedoms as equal citizens to enjoy and pursue freely opportunities for autonomous mobility, education, work, recreation and participation in political life.

Despite affecting millions of women and girls, such forms of violence have long been tolerated, and the issue is largely neglected in policy and practice.

Violence against women and girls and domestic violence are widespread social problems in Rwanda, constituting serious violations of fundamental human rights. This type of violence is still seen and

¹ For more information, visit: <http://www.unwomen.org/en/what-we-do/ending-violence-against-women/creating-safe-public-spaces>

tolerated as “socially acceptable behavior” and is justified by the accepted gender norms around the role and status of women in the family and in society. Results from the 2015 Demographic and Health survey (DHS) indicated that 22,4% of women aged 15-49 years have experienced sexual violence in their lifetime while 34,5% have experienced physical violence. It should also be noted that, 31% of women have experienced any physical violence committed by their current or former husband or partner, 12% reported sexual violence, and 27% reported emotional violence.

UN Women Rwanda is working with local governments, policy makers, gender institutional mechanisms, first responders, grassroots women organizations, Unilever, and other partners to assess the potential in developing a Safe City and Safe Public Spaces Rural Spaces Programme in Nyaruguru District, Rwanda, beginning with a focus on the tea sector in the agricultural value chain and adapting UN Women’s Global Women’s Safety Framework in Rural Spaces¹.

UN Women Rwanda Country Office seeks to hire a national consultant to support in the development of safe cities programme design document in the Unilever tea catchment based area in Kibeho, Mata and Munini sectors of Nyaruguru District, Rwanda guided by the UN Women Guidance Note for Developing a Programme Design which will be informed by results of UN Women commissioned scoping study in July-November 2020 and through deep analysis of the findings using programme design tools in collaboration with eliminating violence against women and girls stakeholders. The Scoping Study, conducted from July - November 2020, identified GBV gaps and issues related to violence in and around Unilever tea catchment area, key stakeholders relevant to GBV prevention programs and examined opportunities and challenges to implementation in Nyaruguru district. The programme will inform the approach/model toward changing individual and community knowledge, attitudes and practices related to gender equality and ending violence against women and girls in tea catchment area as well as the enabling environment in and around communities which perpetuates gender-based violence.

II. Objectives of the assignment

To design safe cities and safe public spaces programme for Unilever company catchment area of Nyaruguru district for eliminating violence against women and girls in public spaces and gather baseline data to support the monitoring and evaluation.

III. Scope of Work/Duties and Responsibilities

Under overall guidance of the UN Women Country Representative in Rwanda and under direct supervision of the Programme Officer on Women Economic Empowerment, the consultant will perform the following tasks:

- Review relevant GBV Prevention documentation, such as the findings and recommendations of the Scoping Study report and other relevant surveys and reports;
- Facilitate the programme design workshops of stakeholders, agent of change, beneficiaries, etc. on the understanding of the problem; visioning the future; deciding how to get there; drafting programme design document and validation of programme design;

¹ <https://www.unwomen.org/en/digital-library/publications/2018/12/global-womens-safety-framework-in-rural-spaces-informed-by-experience-in-the-tea-sector>

- Consult with all relevant stakeholders (national level and within select communities), including from the Ministry of local government through local leaders, Unilever Rwanda staff, women agent of agent of change, local leaders, NGOs, GBV service providers and development partners based in Nyaruguru district.
- Design framework for GBV prevention intervention targeting Unilever tea plantation workers, the women, girls, men and boys in the Unilever catchment area and surrounding communities. This should include a **theory of change, log-frame, monitoring and evaluation plan** and recommendations for potential responsible parties, implementing partners and other partners.
- Validate programme design with relevant stakeholders in collaboration with UN Women
- Prepare guidance to inform the preparation and implementation of the programme
- Gather baseline data as per the M&E framework in collaboration with UN Women

IV. Duration of the assignment

The total duration of the contract assignment will be 15 working days between 16th November and 4th December 2020.

V. Expected Deliverables

The consultant is expected to work with the deliver the following results:

#	Deliverables	Approximate number of days	Deadlines
1	Draft Programme Design, including consultation summary, theory of change, log-frame and M&E Plan and recommendations for partners	10 Days	16 th to 27 th November 2020
2	Revised Programme Design Presentation to key stakeholders	1 Days	30 th November and
3	Final report with the guidance for Implementation and completion of baseline data collection	2 days	1 st and 2 nd December 2020
4	Well written programme design document	2 Days	3 rd and 4 th December 2020

VI. Required education, experience and qualifications

The consultant should fulfill the following requirements:

- Master's degree in Gender Studies, law, social science, social studies, development or other related fields
- At least 7 years of experience of relevant work in the field of gender equality and GBV related programme design.
- Proven expertise in gender equality and violence against women programming, particularly related to programme design and proposal development
- Proven experience in conducting formative research on women's human rights and violence against women at the community level, including participatory research with women and girls.
- Past experience in primary prevention or education-sector initiatives would be an added advantage.
- Knowledge of Rwanda country context especially Nyaruguru district would be an added advantage.

VII. Language and other skills

- Excellent command of English both written and oral;
- Knowledge of Rwanda/Nyaruguru District would be an added advantage.
- Computer literacy and ability to effectively use office technology equipment, IT tools, ability to use Internet and email.

VIII. Submission of application

Interested candidates are requested to submit electronic application to rwanda.offers@unwomen.org no later than **6th November 2020, 5:00pm** Kigali time. Only pre-selected candidates will be notified. In case of any questions or difficulties please contact jean.ndacyayisenga@unwomen.org

Submission package

- Letter of Interest containing the statement on candidate's experience in programme design development, etc.
- CV
- Technical proposal and Financial proposal. The financial proposal shall specify a total lump sum amount breaking down days proposed to complete the assignment and specify a daily professional fee.
- All applications must include all above requirement in a single PDF file of the letter, CV, technical and the financial proposal. Applications without financial proposal will be treated as incomplete and will not be considered for further assessment.

NB: Please note that only candidates selected will be contacted.

IX. Evaluation

Applications will be evaluated based on the Cumulative analysis of **Technical and financial evaluation criteria**:

The total number of points allocated for the technical qualification component is 100. The technical and financial qualification of the individual is evaluated based on following technical qualification evaluation criteria:

Technical Evaluation Criteria	Obtainable Score
Education	20 %
Experience and skills	40 %
Language and other skills	20 %
Financial Proposal	40%
Total Obtainable Score	100 %

NB: The consultant should be full time available within working days of the assignment