

## Terms of Reference

### Baseline survey on Unpaid Care Work status among women and men in 8 districts of Rwanda

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**Organization:** UN Women

**Location:** Rwanda

**Type of contract:** National consultant

**Languages required:** English, Kinyarwanda

**Duration of initial contract:** 30 days

#### 1. Background

From cooking and cleaning, to fetching water and firewood or taking care of children and, the sick and the elderly, women carry out at least two and a half times more unpaid household and care work than men. As a result, they have less time to engage in paid labour, or work longer hours, combining paid and unpaid labour. Women's unpaid work subsidizes the cost of care that sustains families, supports economies and often fills in for the lack of social services. Yet, it is rarely recognized as "work". Unpaid care and domestic work is valued to be 10 and 39 per cent of the Gross Domestic Product and can contribute more to the economy than the manufacturing, commerce or transportation sectors<sup>1</sup>. With the onslaught of climate change, women's unpaid work in farming, gathering water and fuel is growing even more.

Policies that provide services, social protection and basic infrastructure, promote sharing of domestic and care work between men and women, and create more paid jobs in the care economy, are urgently needed to accelerate progress on women's economic empowerment.

Care work is fundamental for human wellbeing as well as essential for a vibrant, sustainable economy with a productive labour force. The centrality of care to sustainable development and its relevance for gender equality are now widely recognized by the global community including as a target under Sustainable Development Goal 5. Care work ensures the complex and life-sustaining web on which our very existence depends. Without it, individuals, families, societies and economies would not be able to survive and thrive. Yet, around the world women and girls shoulder a disproportionate share of care work that is *unpaid, unrecognized and undervalued*. Prior to the COVID-19 crisis, women already did three times as much unpaid domestic work and care work as men with women on average doing around 4.1 hours per day compared to men who on average do around 1.7 hours. For women living in rural areas these figures can vary widely,

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<sup>1</sup> <https://www.unwomen.org/en/news/in-focus/csw61/redistribute-unpaid-work>

particularly in areas with limited access to regular basic services such as energy, water and sanitation, as women and girls tend to bear the brunt of the unpaid labour to collect and manage these resources and services for daily household consumption.

Furthermore, illness or other negative events in the household can increase the time spent by women and girls on care-giving and domestic work. This has been brought into sharp focus by the COVID-19 pandemic which has exacerbated the care demands on women and girls due to pandemic-related measures and lockdowns. As evidenced from previous epidemics, women and girls tend to be the ones who take on the bulk of the extra care needed when national systems are unable to cope. Addressing unpaid care work is particularly relevant in Rwanda. On average, women spend approximately 26.7 hours per week on unpaid care work compared to only 16.1 hours spent by men<sup>2</sup> and according to the 2019 Labor Force Survey,<sup>3</sup> women in Rwanda continue to face significant obstacles in entering the labour market and progressing in their careers. Barriers to participation, persistent occupational and sectoral segregation and a disproportionate share of unpaid household and care work prevent them from enjoying equal access to opportunities. This impedes women's economic choices and weighs on their social status, while ultimately curbing the country's growth and social development.

Agriculture is a major economic sector for Rwanda, employing about 70 percent of the total population and accounting for approximately 31 percent of GDP; and it stands out as one of the most strategic sectors in Rwanda's development, and 75 percent of Rwanda's agricultural production comes from smallholder farmers.<sup>4</sup> Data shows the enormous contribution of women in Rwanda, as key producers for their families, market and the country in general. In addition to their direct role in agricultural production, women also spend considerable time in post-harvest handling activities such as cleaning, sorting, and drying which they must combine with their domestic care responsibilities.

Unequal access to time-saving, climate-resilient infrastructure and technology remains a considerable impediment to women's economic empowerment in Rwanda. In relation to access to clean water, only 7 percent of female headed households had access to piped water into their dwelling compared to 10 percent of male headed households.<sup>5</sup> In rural areas, people are required to walk long distances in order to reach an improved drinking water source, with 16 percent of households living within 0-200 meters and 34 percent living within 0-500 meters. By contrast, 60 percent of households in urban areas are within 0-200 meters and 72 percent are within 0-500 meters to an improved drinking water source. The task of collecting water as well as firewood – the most commonly used fuel in rural areas – tends to fall on women and girls, and since the onset of the COVID-19 pandemic, 33 percent of women have seen their time allocated to collecting firewood and fetching water increase by 33 percent, compared to 28 percent of men. This increase is due to the high demand for water and sanitation to meet the hygiene standards needed to keep the coronavirus at bay.

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<sup>2</sup> National Institute of Statistics of Rwanda (NISR), Labour Force Survey. July 2020. [“Thematic Report on Gender”](#)

<sup>3</sup> Ibid

<sup>4</sup> <https://rdb.rw/investment-opportunities/agriculture/> (Accessed on 7 January 2021)

<sup>5</sup> [Fifth Integrated Household Living Survey 2017 \(EICV\)](#)

In order to address the inequities in unpaid care, UN Women has developed a multi country programme dubbed ‘Transformative approaches to recognize, reduce, and redistribute unpaid care work in women’s economic empowerment programming’ programme (‘3R Programme’) to be implemented in Rwanda, South Africa and Senegal. The overarching goal of the programme is to remove the structural barriers to women’s full and equal participation in the economy by recognizing, reducing, and redistributing unpaid care work. In order to contribute to this overarching goal/impact, the programme aims to contribute to the following two outcomes:

1. National and local governments develop/strengthen laws, policies and services that **recognize** and address the disproportionate share of unpaid care work by women and girls
2. Women’s cooperatives and other organizations provide transformative care services in rural and/or urban areas to **reduce and redistribute** unpaid care work; and

The theory of change that frames the programme is as follows:

- 1) *If* national and local laws, policies and services recognize and address the disproportionate share of unpaid care work by women and girls; and
- 2) Transformative care services in rural and urban areas reduce and redistribute unpaid care work;
- 3) *Then* women’s and girls’ unpaid care work in Rwanda is reduced, freeing up their time to equally contribute to and benefit from sustainable livelihoods;
- 4) *Because* structural gender inequalities that prevent women and girls from realizing their economic rights and empowerment will be removed.

The 3R Programme will build on UN Women’s expertise at the global, regional and country level. In particular, it will complement existing UN Women programmes on climate-resilient agriculture and rural women’s economic empowerment in Rwanda, by developing a care component which responds to lessons learned that indicate insufficient attention is given to women’s unpaid care and domestic workloads and overall time poverty. This programme fills a critical gap by developing transformative solutions to these challenges.

The 3R programme responds to the need for more programmatic interventions on recognizing, reducing and redistributing (3Rs) women’s unpaid care and domestic work as well as overall time poverty. With support from Global Affairs Canada, the 3R Programme will integrate a standalone care component into existing UN Women programmes on climate-resilient agriculture and rural women’s economic empowerment in Rwanda and will:

- Support national and local policy advocacy for greater awareness and capacity building to redress discriminatory social norms and address the 3Rs of unpaid care work in laws, policies and services;
- Develop economically sustainable models of transformative care services and childcare provision;

- Increase access to time-saving, climate-resilient infrastructure for thousands of women through well-established partnerships with women's cooperatives, associates and other organizations;
- Raise awareness in communities, including by engaging men and boys, about discriminatory social norms and the 3Rs of unpaid care work.

## 2. Description of required services/results:

With the above background that, UN Women is hiring a consultancy firm to undertake a **baseline survey on unpaid care work in 8 Districts** namely **Nyaruguru, Muhanga, Kirehe, Ngoma, Gasabo, Nyarugenge, Musanze and Rubavu**. The purpose of the survey is to collect qualitative and quantitative data on attitudes, knowledge, and behaviours related to women's unpaid care work specifically to quantify time women and men spend on unpaid care work and productive work in Rwanda. The Consultant will conduct the survey with pre-selected households in the selected 8 Districts. The Consultancy firm will be supervised by the project manager of 3R at UN Women with provision of technical support on the survey. This assignment will take approximately one month starting from the date of signing of the contract.

The overall objective of the baseline study is to collect qualitative and quantitative data on attitudes, knowledge and behaviours related to unpaid care work and productive/paid work in Rwanda.

Specific objectives for the baseline survey study are to:

1. Provide detailed contextual information/ situational analysis on attitudes, knowledge and behaviour of individual women and men, their communities and stakeholders relating to the project's outcomes and outputs to help refine and evidence the project theory of change.
2. Gather relevant baseline data on time women and men spend on unpaid care work, productive/paid work, leadership, socio-political events, learning opportunities leisure, among others to enable tracking changes in women's time use to be measured over the course of the project and in relation to men.
3. Provide a baseline situation quantitative or qualitative as applicable on the policy and legal context in Rwanda as regard to unpaid care work.

## 4. Tasks and Outputs

Reporting to UN Women based Project Coordinator, the Consultancy firm will conduct the following tasks:

- Initial briefing and discussion of ToR with Project Coordinator and relevant UN Women staff.
- Review project documentation (proposal, log frame, theory of change etc.) and existing evidence
- Write inception report including methodology and workplan for the baseline, and discuss schedule with UN Women team
- Develop data collection instruments (design questionnaires and all data entry processes, and qualitative tools adapted for different target groups as appropriate)

- Translate all tools into Kinyarwanda for ease of understanding by the targeted stakeholders.
- Design sampling strategy and draw up detailed list of sampling points.
- Collaborate with community leaders and community members to participate in the research.
- Oversee the start-up of the baseline data collection and ensuring quality control processes are in place and provide on-going technical support for the duration of the data collection process and ensure the on-going coordination and management of all data collection.
- Provide regular updates on the data collection exercise to UN Women team and recognise and give account of challenges/limitations in obtaining data and provide feedback from fieldwork activities to UN Women.
- Analyse all qualitative and quantitative data and draft baseline report and present to UN Women and partners for discussion.
- Finalize country-level baseline report based on feedback received.
- Present the Baseline survey findings on the time spent by women on unpaid care work to stakeholders.

In line with the specific objectives above, the expected deliverables are the following:

| Ouputs/Deliverables                                      | Activities   | Timing  |
|--|--|---------|
| Inception Report and Desk Review of the unpaid care work | Brief meeting with UN Women and other concerned institutions, prepare and present a comprehensive inception report which includes among others the methodology and preliminary sampling frame. Key partners to be consulted should be consulted to finalize the baseline study tools (questionnaire, etc...) at this stage. Tabulation plan/analysis plan should be included in the inception report | 5 days  |
| Primary data collection                                  | Training for enumerators and undertake the data collection/interviews for the sampled households   | 15 days |
| First draft on the Unpaid Care work                      | Share the first draft of the baseline survey to UN Women and other relevant stakeholders   | 5 days  |
| Presentation of the baseline study                       | PowerPoint presentations to be used in all validation workshops (virtual or face to face if allowed by then). Consultants will facilitate all workshops.   | 1 day   |
| Final baseline study Report                              | Consultants will after incorporation of given comments and guidance during the presentation of the first draft of the baseline study finalize the report and submit the final report.  | 3 days  |
| Presentation of the Final report of the Baseline study   | Presentation (in form of power point presentation) of the findings during a workshop to all stakeholders   | 1 day   |

## 5. Partnership

The consultancy firm would need to consult with UN Women team as per an agreed upon consultation work plan to finalize the data collection tools, analysis and report.

## 6. Timeframe: Start date and end date for completion of required services/results

The research institution is expected to conduct the baseline study for a period not exceeding **30 days from the signing of contract day**. Interested parties are called to submit their technical proposal, detailing their methods, outlining their timeline, and suggesting a budget based on the methodology agreed upon in COVID-19 context and taking into account the immediateness of the data required for it to be relevant.

## 7. Qualification and Experience

- Advanced degree in social sciences, economics, statistics and gender studies related areas.
- Experience on power relations, gender, women's rights programmes, ideally including women's economic empowerment.
- Extensive experience in conducting quantitative and qualitative data using digital tools.
- Good knowledge and experience of designing surveys and sampling methodologies.
- Proven at least 10 years' experience in conducting participatory approaches and interviews as data collection approaches.
- Experience using mobile devices for digital survey data collection.
- Managing and coding data collected through a survey.
- Extensive experience on women's rights, Rwandan cultural beliefs/attitudes and with some experiences on the intersectionality of climate resilient sustainable agriculture, women's unpaid care work, and women's economic participation and unpaid care work.
- Excellent facilitation skills.
- Fluency in Kinyarwanda, English and/or French.
- Ability to engage people in conversation and record answers clearly and accurately.
- Organizational and team engagement skills.

## Mode of application

Interested candidates are requested to submit their detailed CVs and intent letter to [rwanda.offers@unwomen.org](mailto:rwanda.offers@unwomen.org) not later than **18 November 2021**. Only pre-selected candidates will be notified.