

ToRs

Services of Social Inclusion and Gender (SIG) Advisor / Specialist

Project:	“Strengthening of Local Governance Systems as a Catalyst for Improved Municipal Services Delivery in Punjab and KP”
Last date to apply:	13-05-2022
Submission to:	hr@cpdi-pakistan.org along with proposal, CV and Cover Letter

About CPDI:

Centre for Peace and Development Initiatives (CPDI) is an independent, non-partisan and a not-for-profit civil society organization, working on the issues of peace and development since 2003. It is registered under Section 42 of the Companies Ordinance, 1984 (XLVII of 1984). It was established by a group of concerned citizens who realized that there was a need to approach the issue of peace and development in an integrated manner. CPDI seeks to inform and influence public policies and civil society initiatives through research-based advocacy and capacity building in order to promote citizenship, build peace and achieve inclusive and sustainable development. Areas of special sectoral focus include promotion of peace and tolerance; rule of law; local governance; transparency and access to information; budget watch; media development; electoral reforms; legislative strengthening and democratic development.

A. Background:

The assignment is under LoGo II program, which is being jointly implemented by CPDI and GIZ in KP and Punjab province. The objective of the LoGo II is to “have the regulatory, personnel and financial prerequisites for the effective delivery of public services.” CPDI’s project interventions envision improvement in the service delivery by providing technical support to local government departments. In general, the coverage and quality of municipal services have been a major challenge in Pakistan, despite the fact that such services can play a critical role in improving the quality of life and meeting national/ international commitments like the Sustainable Development Goals (SDGs). The project, which is being implemented by CPDI, aims to (i) build capacity of Local Government Officials through a comprehensive training programme; (ii) encourage more political participation by citizens especially of women and youth through leadership development sessions at community level; (iii) engage policy makers to identify gaps for smooth implementation of effective service delivery mechanism through policy reviews and reflections; (iv) establish partnership with Tehsil Municipal Administrations (TMAs) to develop capacity of cadres of sanitary workers to work in a safe and effective manner, (v) improve the performance of local governments to effectively provide local services to citizens through digitalization and use of

ICTs; and (vi) study and key opportunities towards effective service delivery of municipalities.

B. Purpose, Scope and Methodology of the Assignment:

The overall purpose of the assignment is to review research studies/ assignments produced under Strengthening Local Government Services and provide appropriate guidance to ensure that all project assignments take into account the gender and social inclusion considerations. The consultant will assist and advise CPDI project team and consultants on various assignments in analysing the roles and needs of women and men, vulnerable groups and addressing any gender inequalities so that women and men including girls and boys, as well as members of vulnerable groups, can equally access and participate in decision-making/ service-delivery mechanisms, and equally benefit from the resources, services, capacity building and other activities offered by Local Governments in Punjab and KP provinces. Furthermore, Gender and Social Inclusion Specialist is required to assess and analyses project deliverables through gender and social inclusion integration, and thus contributing to the strengthening of Local Government services in Punjab and KP. The consultant will work with project team and the pool of selected consultants to ensure incorporation of specific needs of women and men, as well as persons with disabilities, representatives of ethnic and religious minority communities in already awarded tasks. SIG Specialist will guide pool of consultants to carry out different research studies, modules development, capacity building initiatives and E- learning management framework to track gender equality and social inclusion results and assess potential gender and social impacts by developing gender markers. Moreover, s/he will be responsible for a gender-responsive and socially inclusive video documentary at the end of the project and adding GIS chapter in project completion report.

More concisely, the consultant shall perform the following tasks and responsibilities:

- Promote and facilitate the process mainstreaming of gender and social inclusion issues in all project initiatives;
- Review and help in improving CPDI policies and oversight mechanisms in relation to the project implementation;
- Ensure gender and social inclusion in project sub-activities including implementation;
- Develop guidelines, including a checklist/ gender markers for consultants in mainstreaming gender and social equality into all project reports, research studies and training modules and other deliverables;
- Assist in developing SMART indicators to monitor the gender inclusion, diversity and social inclusion of project supported initiatives and awarded consultancy services;
- Assess and identify potential gender-differentiated impacts as well as diversity and social equality aspects of identified project initiatives;
- Review the project sub-activities and gauge the impact of intended results on power dynamics, diversity, social inclusion and gender equality;

- Systematically coach and advise project team and pool of consultants on diversity and inclusion and gender mainstreaming issues and social inclusion aspects of each assignment/ task;
- Provide input to biannual and annual report by developing the gender, diversity and social inclusion related chapter;
- Provide input to video documentary to make it more SIG sensitive;
- Compile final consultancy report, describing the accomplishments undertaken during the consultancy period.

A. Deliverables and Payments:

The consultant will be paid against actual days of performance on the basis of the agreed daily rate. For this purpose, the tasks will be agreed in advance with the project manager, which may include meetings with staff, consultants of other stakeholders; delivery of talks or moderation of workshops; review of documents; contribution to project reports or IEC materials; and recommendations for approval. For each task, the Project Manager will require assistance by email, and the Consultant shall provide required documentation for the payment purposes against actual days of work, as established through the approved timesheet.

B. Duration / Time frame:

24 days are allocated for the assignment till 31st October, 2022 starting from 20th May, 2022.

C. Reporting:

The consultant will report to the Project Manager in CPDI with additional reporting line to the Team Leader Policy Reform and Institutional Strengthening, Support to Local Governance (LoGo-II) Programme.

D. Qualification /Competencies required:

- A master's degree in gender studies; women and development studies; political science, social studies or any other related SIG discipline.
- At least five years of working experience on gender and social inclusion issues, mainstreaming the engagement of vulnerable and marginalized groups in project initiatives.
- At least five years of experience in research of gender issues, carrying out gender gap analysis, and analysing different report for SIG inclusion;
- At least two years of experience in providing consultancy services for national and/or local governments or international organizations in gender and social policy analysis.

Women are encouraged to apply for this specific assignment