

Terms of reference

1325NAP II Consultant (International)

National Commission for Lebanese Women (NCLW)

Position:	1325NAP II Consultant (International)
Organization:	National Commission for Lebanese Women (NCLW)
Location:	Beirut, Lebanon
Duration:	20 working days (July 2025 – October 2025)

About NCLW

The National Commission for Lebanese Women (NCLW) is an official body established in 1998 by Law 720, directly affiliated with the presidency of the Council of Ministers. As the National Women's Machinery, NCLW works on enhancing the status of women and ensuring equal opportunities between men and women in Lebanon.

Following the development, implementation, and closing event of the first NAP on UNSCR 1325 (2019-2024), the Presidency of the Council of Ministers mandated NCLW to develop the second Lebanon National Action Plan (NAP) on UNSCR 1325.

The development process for NAP II has been grounded in broad-based, participatory engagement, including consultation meetings, context mapping, and over 19 multi-stakeholder consultations with representatives from the public and private sectors, civil society, and international partners.

To support the finalization of this comprehensive 1325 NAP II, NCLW is seeking to recruit a **technical international consultant** under its joint project with UN Women. The consultant will be responsible for reviewing the current draft of NAP II, integrating additional recommendations from recent consultations, and consolidating the final version of the document in preparation for validation and endorsement.

Duties and Responsibilities

Under the supervision of NCLW's Secretary General, the Technical International Consultant will support NCLW with the following responsibilities:

1. Review the latest consolidated draft of the NAP II, ensuring consistency with national strategies, UNSCR 1325 pillars, and related international commitments.
2. Analyze and incorporate inputs and outcomes from consultation meetings and other needed meetings (M&E/Costing)
3. Cross-reference interventions with ongoing national frameworks (e.g., the National Strategy for Women in Lebanon 2022–2030 and its action plan) and ensure complementarity.
4. Provide technical advice on final adjustments, consolidate and edit the final draft to ensure harmonization of terminology, and appropriate formatting and suitability for national validation, adoption, and dissemination.
5. Participate in technical meetings, validation workshops as needed with NCLW, government stakeholders, and partners as required during the finalization process.
6. Support NCLW in archiving and documenting key references used in the drafting and finalization process.
7. Produce a final clean version of the NAP II.

Deliverables

- Annotated Review of Current Draft
- Revised Draft of NAP II
- Final Version of NAP II
- Technical Summary Note (Overview of methodology, changes made, and key recommendations)

Key competencies

Education:

Advanced university degree (Master's or equivalent) in international relations, law, gender studies, public policy, political science, or related fields.

Experience:

- Minimum 15 years of relevant professional experience in gender equality, Women, Peace and Security, human rights, or governance.
- Proven experience in drafting or supporting the development of National Action Plans on UNSCR 1325 or similar strategic policy frameworks.

- Demonstrated knowledge of the WPS agenda, UNSCR 1325 pillars, and relevant regional/international instruments (e.g., CEDAW, SDGs).
- Experience working with national women's machineries, government institutions, UN agencies, and NGOs is strongly desirable.
- Familiarity with the Lebanese context, including its institutional, political, and crisis response systems, is an asset.

Skills and Competencies:

- Strong analytical and writing skills with attention to detail and clarity.
- Ability to synthesize diverse inputs and translate them into actionable policy frameworks.
- Outstanding written skills in Arabic and English

Contract terms

Period: 20 working days throughout July 2025 till October 2025

Submission Guidelines:

Interested candidates are invited to submit the following documents to the National Commission for Lebanese Women (NCLW):

1. A **detailed CV** highlighting relevant experience;
2. A **cover letter** explaining the applicant's interest and qualifications for the consultancy;
3. A **financial proposal** indicating the daily rate in USD (net);

Applications should be submitted by email to: info@nclw.gov.lb

Deadline for submission: July 23, 2025

Applications received after the closing date will not be considered.
Only shortlisted candidates will be contacted.