

Terms of reference
Gender Expert
Women Empowered for Leadership (WE4L)
2018-2020

National Commission for Lebanese Women (NCLW)
In partnership with HIVOS

Brief about NCLW

The National Commission for Lebanese Women (NCLW) is an official body, which was established in 1998 by law 720, and is directly affiliated to the presidency of the Council of ministers.

As a National Women Machinery, NCLW works on enhancing the status of women and ensuring equal opportunities between men and women. NCLW acts as the consultative body of the government and of national councils and institutions on all issues related to the status of women including gender-based issues.

Brief about HIVOS

HIVOS Foundation is an International development organization guided by humanist values. Together with local civil society organizations in developing countries, HIVOS wants to contribute to a free, fair and sustainable world. HIVOS is currently conducting “the Women Empowered for Leadership (WE4L) Programme” with different partners.

Brief about the Women Empowered for Leadership (WE4L) Programme

WE4L aims to ensure women have equal opportunities and the capacity to fully participate in political life and decision-making processes, while also creating more public recognition and support for women in leadership positions.

Women Empowered for Leadership (WE4L) uses a combination of advocacy, skills training, knowledge tools and coalition-building. The program works directly with potential women leaders, as well as with political parties, trade unions, civil society organization, the media and the creative sector.

This programme is implemented in 5 countries: Jordan, Lebanon, Malawi, Zambia and Zimbabwe.

General information

Consultancy title	Gender Expert, 1 year renewable
Program	Women Empowered for Leadership (WE4L)
Duty station	NCLW’s offices in Baabda and on the field when needed during work days (and weekends when needed)
Reports to	NCLW Projects Coordinator Project steering committee
Works closely and collaboratively	Lebanon Support team

Duration of the consultancy	February 2019- July 2020
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Background

The National Commission for Lebanese women (NCLW) and HIVOS contracted a three-year strategic partnership under the programme “Women Empowered for Leadership (WE4L)”. Under this programme NCLW will be working on achieving the following objectives:

1. The production of a gender measurement tool to measure the progress of women situation in Lebanon and to monitor the reality of gender equality in Lebanon based on qualitative and quantitative indicators
2. The creation of an enabling environment for women in primary decision making circles through the development of gender strategies to be adopted and implemented by 3 political parties and 3 trade unions/ syndicates (or orders) based on an assessment of the gender situation conducted in a participatory approach (participatory Gender Audit/ PGA)
3. The establishment of platforms bringing together women leaders from different fields and young women from different regions, generations, fields, political background. Under this activity linkages of real-world and virtual networks would be created
4. The development and adoption of anti-discrimination policy to be adopted by the ministry of Labor and the Chamber of Commerce
5. The improvement of the image of women as portrayed in Lebanese ads. Under this activity, an anti-discrimination manual will be developed based on consultations with advertisements companies, NGOs, writers and script writers, TV art directors and gender experts. As a result a curriculum will be developed to be adopted by 3 faculty of arts in three universities as part of their official curriculum

Role Description

The NCLW is seeking to recruit a gender expert for a one year renewable contract. The gender expert will be responsible of developing national indicators for measuring Lebanon’s progress towards attaining gender equality. S/he will ensure that the chosen indicators are easily measurable with evidence of available and accurate data. S/he will also ensure that the selected indicators effectively capture the rights-based issues of gender equality and women’s rights.

The gender expert will extensively liaise with Lebanese governmental entities and the Central Administration for Statistics, the official body in charge of research and statistical-based national data to obtain accurate and reliable national data. The gender expert will also liaise with national women NGO’s to ensure a wider and better assessment of gender gaps and completeness of available national data. S/he will develop a national and systematic monitoring tool to ensure proper measurement of achievements and gender gaps.

S/he will be responsible for analyzing and interpreting gender based statistics, thorough research and preparing top quality analysis and reports. The gender expert will work under the direction of NCLW projects coordinator and in coordination with Lebanese Support (LS).

Key Responsibilities

- Provide guidance on the development of a framework for a comprehensive gender measurement tool
- Design the research and survey methodology to be used, themes/areas of studies, sampling and selection method
- Undertake a thorough research of available data/ indicators in selected Lebanese governmental entities and provide a preliminary research comprising a literature review, field study and data analysis
- Identify customized indicators tracing gender gaps and variations, both quantitative and qualitative
- Identify thematic areas where gender equality and gaps that can be realistically measured
- Develop clear and effective data collection tools and methods towards the achievement of gender equality by providing a systematic monitoring tool to ensure proper measurement and collection of data
- Monitor relative progress made in gender equality and provide accurate insights about the progress of gender equality in each selected theme
- Identify tools to measure perceptions of gender equality on a policy and grassroots levels
- Undertake regular field visits to ensure proper and efficient collection of data
- Liaise with local and national governmental institutions, public administrations and CSOs (local and national) for the implementation of the project and maintain regular contacts with NCLW's partners and the project's stakeholders
- Provide the needed technical support to the data collectors as well as to the project staff
- Provide a comprehensive detailed report comprising an accurate analysis of gender based statistics based on available national data

Required Qualifications

- Master's Degree in social science especially gender studies, or relevant discipline with a good knowledge in human rights, and development
- 5- 7 years of professional experience in similar roles, familiarity with governmental and non-governmental entities in Lebanon
- Extensive experience in research and policy-level analysis
- Substantial experience in designing, monitoring and evaluating gender projects
- Experience in advanced programs for statistical analysis of data
- Fluent in Arabic and English, French is a plus
- IT knowledge: Microsoft office, Internet browsing and data mining
- Ability to effectively work in partnership on multiple levels and with multiple stakeholders
- Excellent drafting skills and presentation of data
- Ability to work independently and manage multiple responsibilities.

Deadline for applications submission

Deadline: Friday, 8 March 2019

Applications should be sent by email to info@nclw.org.lb with the keyword "Gender Expert" included in the subject. Applicants should attach:

- A cover letter
- An updated CV
- Previous research studies
- Outline of the methodology to be implemented