

NATIONAL COMMISSION FOR LEBANESE WOMEN

TERMS OF REFERENCE

Lebanon

I. GENERAL INFORMATION

Consultancy Title	Legal Consultant – NCLW/UN Habitat
Project	Research and policy brief development on social norms and other barriers that affect women’s access to their housing, land and property (HLP) rights in Lebanon
Duty Station	Beirut, Lebanon
Reports to	NCLW Executive Board Secretary
Duration of Consultancy	June – September 2025 (12 Weeks)

II. BACKGROUND

The National Commission for Lebanese Women (NCLW) is the National Women Machinery and is an official institution affiliated to the Presidency of the Council of Ministers. NCLW was established by law in 1998 to promote women’s rights in Lebanese society and enhance gender mainstreaming in public institutions.

In 2025, NCLW will be working in close collaboration with UN Habitat on a list of activities and interventions to gain a better understanding of the restrictive social norms and obstacles that hinder women’s access to their HLP rights, while emphasizing and raising awareness on the importance of these rights.

The project will include engaging with the community, collecting and analyzing data (through a survey and focus group discussions), developing advocacy and awareness-raising materials, hosting a national event, and presenting a final policy brief with evidence-based recommendations that can address the prevailing challenges. The project will strive to collaborate with local actors working on women’s rights.

The legal consultant will review legal content, and all relevant documents associated with the project. Their expertise ensures that all legal aspects are thoroughly examined and aligned with the project objectives.

III. FUNCTIONS AND TASKS

Under the overall guidance and direct supervision of the NCLW Executive Director, the Legal Consultant will carry out the following tasks in alignment with the project's main outputs:

- Review and validate the legal language in the survey and FGD guides to ensure alignment with Lebanese legal standards.
- Support the identification of key stakeholders including female participants, women's groups, CSOs, and professional groups relevant to HLP rights.
- Participate in the focus group discussions with a legal lens to support the collection of quantitative and qualitative data.
- Assist in gathering testimonies from women during FGDs for use in the national event.
- Participate in piloting the survey tool, ensuring ethical and legal compliance in data collection.
- Review communication and awareness materials developed by UN-Habitat for legal accuracy and clarity.
- Review and provide legal expert feedback on the draft and final versions of the policy brief developed by UN-Habitat.
- Contribute to the presentation of findings, legal analysis, and evidence-based policy recommendations during the event.
- Ensure that all legal content and discussions presented at the national event are accurate and aligned with project objectives.

IV. REQUIRED QUALIFICATIONS

Education	Master’s Degree in Law, Human Rights, International Law, or related field.
Expected Background and Skills	<ul style="list-style-type: none"> • Minimum of 5 years of professional experience in legal research and advisory, preferably related to gender equality, women’s empowerment, and Human Rights, a focus on Housing, Land, and Property (HLP) rights, would be a strong asset. • In-depth knowledge of Lebanese legal frameworks concerning gender equality. • Demonstrated experience working with civil society, government bodies, and international organizations. • Excellent drafting, review, and communication skills in Arabic and English. • Ability to work effectively both independently and as part of a team. • Strong communication skills • Ability to work on tight deadlines. • Ability to work under pressure.
Language requirements	Proficiency in oral and written Arabic and English are essential. French is a plus
How to apply	<ul style="list-style-type: none"> • Interested candidates in this position should send their: <ul style="list-style-type: none"> - CV - Cover Letter - Financial Proposal in USD/Week <p>To info@nclw.gov.lb and include the job title “Legal Consultant – NCLW/UN Habitat” in the email subject by <u>June 17, 2025.</u></p> <ul style="list-style-type: none"> • Applications received after the closing date will not be considered. • Only shortlisted candidates will be contacted.