

Terms of reference

Expert to develop a gender action plan for both municipalities of Jezzine and Saida.

“Strengthening Women’s Political Participation at the local level in Lebanon”
Project

National Commission for Lebanese Women (NCLW)
2020-2021

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 “Strengthening Women’s political participation at the local level in Lebanon”

NCLW is implementing the “Strengthening Women’s political participation at the local level in Lebanon” project in partnership with GIZ, within the framework of the LEAD programme “Strengthening Women in Decision Making in the Middle East”. The project entails 2 components: a mentoring project and the Implementation of recommendations and measures resulting from the Gender audits implemented in two municipalities by NCLW in 2018-2019.

Job Purpose

Under the component related to implementing recommendations of the Gender Audits in 2 municipalities, NCLW is seeking to recruit an expert on developing gender action plans. The expert will support the municipalities of Saida and Jezzine in the development of a gender action plan which includes a roadmap of priorities, in order to help them implement the recommendations of the Participatory Gender Audits 2018-2019.

- The main output of the action plan is to review and validate the prioritized recommendations as well as draft the action plan with S.M.A.R.T. (Specific, Measurable, Attainable, Realistic, Time-bound) objectives and interventions.

Key Responsibilities

- Working closely with the team of both municipalities of Saida and Jezzine to update the gender assessments and recommendations where necessary.
- Reviewing the gender audit report results and validating them.
- Organizing sessions/ focus groups in each municipality in order to develop the gender action plan and interventions needed using a participatory approach.

Key Competencies

- Master's Degree in social science especially gender studies, or relevant discipline with a good knowledge in human rights, and development.
- 4-5 years of professional experience in similar roles, familiarity with governmental and non-governmental entities in Lebanon.
- Extensive experience in research and policy-level analysis and developing action plans for public entities.
- Experience in leading focus groups.
- Excellent drafting skills.
- Excellent oral and written communication skills in English and Arabic.
- Knowledge and skills in computer usage including word, excel, power point, Zoom, Microsoft teams and social media
- Good organizational skills;
- Takes responsibility for own work and delegated project/processes.

Contract Terms

- **Period:** 20 Days.
- **Submission Guidelines:** Interested candidates in this position should send their CV along with a cover letter and outline of the methodology to be implemented to info@nclw.gov.lb and include the job title mentioned above in the email subject and cover letter by Tuesday 15 December 2020. Applications received after the closing date will not be considered.
Only shortlisted candidates will be contacted.