

## **Terms of Reference**

### **Networks Consultant**

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

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 6 components: the mentoring project, the implementation of recommendations and measures resulting from the Gender audits implemented in two municipalities, the implementation of gender aware projects in municipalities, the creation of a gender platform of Gender Focal Persons on the municipal level, as well as the development of an educational tool gathering key milestones on women’s political participation addressed to youth and informational and communication material production.

#### **Consultancy Purpose**

Under the component entailing the creation of a gender platform consisting of women municipal council members, NCLW is seeking to contract a gender expert to set a mission and vision for this gender platform in collaboration with the NCLW team. Furthermore, the gender expert will organize at least 3 meetings with the gender focal points to define the aim of the network and set its guiding rules in a participatory approach.

### Key Responsibilities

- Developing the TORs for a gender platform for women municipal council members in a participatory approach.
- Clarifying the mission, vision and main objectives of this gender platform.
- Coordinating with at least 25 women from different municipalities to create this platform.
- Organize at least 3 online meetings to define the aim of the network and set its guiding rules in a participatory approach.
- Creating a sub platform with men engaged in supporting women's leadership in local governance and youth in municipalities.

### Key Competencies

- Master's Degree in social science especially gender studies, or relevant discipline with a good knowledge in women rights, and development.
- 5- 7 years of professional experience in similar roles, familiarity with governmental and non-governmental entities in Lebanon.
- Extensive experience with municipalities.
- Substantial experience in designing mechanisms of reporting.
- Excellent drafting skills.
- Ability to work independently and manage multiple responsibilities.
- 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 platforms
- Good organizational skills.

### Contract terms

- **Period:** 3 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](mailto:info@nclw.gov.lb) and include the job title mentioned above in the email subject and cover letter by May 31, 2021. Applications received after the closing date will not be considered.  
Only shortlisted candidates will be contacted.