MINISTRY OF GENDER AND FAMILY PROMOTION

Terms of Reference:
CONSULTANCY SERVICES TO DEVELOP AN EMPLOYMENT SECTOR GENDER MAINSTREAMING STRATEGY

1. Background and Justification

The Government of Rwanda has demonstrated strong commitment from the top of the leadership to ensure equal rights between Rwandans and between men and women without prejudice to the principles of gender equality in national development. This is reflected in the Constitution of the Republic of Rwanda of 2003 as revised in 2015, and through ratification of different International Conventions promoting gender equality and empowerment of women. These include the Convention on Elimination of All Forms of Discrimination against Women (CEDAW), the Beijing Declaration and Platform for Action (BPfA) and the Sustainable Development Goals (SDGs), especially Goal 5.

Gender is considered as a cross-cutting issue in Rwanda’s development frameworks such as the Vision 2020, Economic Development and Poverty Reduction Strategy (EDPRS2) and the Government Seven Years Programme (2010-2017). Institutional and legal frameworks have been put in place to promote Gender equality and women empowerment and protect women as well as men’s employment rights. In addition to that, The National Gender Policy was also developed in 2010 as a national guiding document that requires all sectors to establish measures to accelerate the promotion of Gender equality including elaboration of Sector Gender Mainstreaming Strategies.

Despite the high political will and favorable environment for gender equality promotion, it has been observed that we still have a long way to go, there are some gaps for example unemployment gender gaps among population aged 15-64 years old is still a challenge where female unemployment rate stands on 2.4 % which is higher than the male rate of 1.6 % (Source: NISR: EICV-4 2013/2014: Thematic report on Economic Activity).
While Rwanda is engaging in job creation and employment promotion to address unemployment issue through NEP that facilitates the creation of the 200,000 off farm jobs per year, MIGEPROF would like to hire an individual consultant to elaborate an Employment Gender Mainstreaming Strategy to provide gender guidance in all employment programs from planning, implementation, monitoring and evaluation by different actors and stakeholders at Central and local levels including Public institutions, Private sector, civil society organizations, development partners and communities among others in order to ensure equal benefits of employment for both men and women, boys and girls at all levels.

2. Objectives of the Assignment

The overall objective of this assignment is to develop a comprehensive National Employment Gender Mainstreaming Strategy and its implementation plan.

The specific objectives of the assignment include:

- To identify gender gaps in employment sector;
- To provide recommendations and appropriate measures to address gender gaps in order to promote gender equality in employment sector and related policies.

3. Scope of work

The National Employment Gender Mainstreaming Strategy will cover a period of five years (2017-2021). The assignment will involve consulting a range of stakeholders that includes among others the government institutions, private sector, civil society organizations.

Furthermore, since the employment gender mainstreaming strategy comes at a time when the national development framework is taking another step, it will be indispensable for the strategy to refer to the new policy orientation provided in the National Strategy for Transformation (NST) and its results framework. The process must be as inclusive and participatory as possible.
4. Terms of reference of the assignment

The individual consultant shall undertake the following tasks:

✓ Conduct analysis and identify gaps to mainstreaming gender in employment sector and propose policy actions to overcome the identified gaps;
✓ Develop a comprehensive national employment gender mainstreaming strategy and its implementation plan;
✓ Develop a comprehensive monitoring and evaluation system for the implementation of the strategy;

5. Key deliverables

The Consultant will develop an Employment Gender Mainstreaming Strategy. The specific deliverables include but not limited to the following;

a. An Inception report providing clear guidance and detailed methodology on how the consultant will undertake the assignment;

b. Draft report and the Final report showing identified employment gender mainstreaming gaps in the sectors and the proposed policy actions to address them;


6. Duration of the consultancy

The assignment is scheduled to be completed within a period not longer than 8 weeks from the contract signature date. The Consultant will be technically supervised by a designated staff from MIGEPROF and UN Women with who he/she is required to closely collaborate.
7. Qualification, Knowledge, Skills and Experience

The Consultant should have a vast expertise and Master’s degree in Gender Studies, Economic Planning, Policy and Strategic Development/Management, Business Administration, Development Studies, Labor Economics or other related fields. The Consultant should also meet the following requirements:

- At least 5 years of practical experience working in gender areas, review, evaluation and strategic planning, quantitative research, data analysis and reporting;
- Familiarity and passion for Gender equality and knowledge of current issues in gender sector in Rwanda;
- Strong ability and analytical skills and experience in preparing strategies, guidelines and country reports on gender related issues is an asset;
- Evidence of having developed gender related strategies during the last 5 years is an added advantage;
- Ability to work with a range of gender stakeholders, including high level policy makers, government officials, private sector and civil society organizations;
- Knowledge of government processes, national policies, strategies, action plans for gender and international frameworks, instruments such as UNSCR 1325, CEDAW, Beijing Platform for Action, SDGs, ILO Decent Work Country Program and others is an asset;
- Excellent command of English, both spoken and written is mandatory; Knowledge of Kinyarwanda and French will be an added advantage.

8. Working Language

The working language for the assignment will be English but consultations may be accommodative of any other official language most suitable for the audience.

9. Working Arrangement

MIGEPROF will provide overall guidance to the Employment Gender Mainstreaming Strategy. It is the role of MIGEPROF to engage all relevant stakeholders especially the National Gender Machinery, MIFOTRA, MINICOM, CESB, PSF when need be.
10. Modality of payment

Fees will be paid upon delivery of the following:

- Inception report after validation -20%
- Draft reports after validation -40%
- Final submission of Report after National validation—40%

How to apply

Qualified and interested candidates should apply by presenting the following documents:

- Letter of Application, briefly describing the motivation behind the application and outlining the candidate’s suitability for the assignment, comprehensive methodology on how the consultant will approach and complete the assignment, etc.;

- Individual or team of Consultants will provide their CVs indicating educational background and professional qualification, copies of degrees/diploma, letters of reference/certificates of good completion proving that the consultant has carried out similar assignments, contact details of three referees.

Applications can be submitted through a sealed envelope deposited at the UN Women Office Reception, 4 KN 67 ST, Kigali-Rwanda C/O UN Women Kigali-Rwanda, UNDP Compound or via email to tumaini.ochieng@unwomen.org.

**Deadline for application:** Wednesday, 15 November 2017 at 17:00