

Terms of Reference

Gender-Based Violence in Emergencies Consultant: Handbook for Coordinating GBV in Emergencies

CATEGORY:	Individual Consultant
DUTY STATION:	Geneva
DURATION:	6 months
ORGANIZATIONAL UNIT:	Humanitarian and Fragile Contexts Branch, Geneva Office
REPORTS TO:	Jennifer Chase, GBV AOR Coordinator

BACKGROUND

In 2017, UNFPA assumed sole leadership of the GBV Area of Responsibility (AoR), the global level forum for coordination on GBV prevention, risk mitigation and response in humanitarian settings functioning as part of the Global Protection Cluster. Developed in July 2010 by the GBV AoR, the GBV Coordination Handbook draws on international tools and resources as well as input from local and international experts. A quick-reference tool for the field, the handbook provides practical guidance on leadership roles, key responsibilities and specific actions to be taken when establishing and maintaining a GBV coordination mechanism in a humanitarian setting (conflict, post-conflict or natural disaster). The Coordination Handbook is targeted for individuals and agencies that are responsible for GBV coordination and is a key tool for all cluster/sectors within the humanitarian community to work together in GBV prevention and response.

There exists very high demand from the field level for a revised and updated Coordination Handbook, yet much has changed since the handbook was first developed in 2010. The GBV AoR, as the global lead of GBV coordination in emergencies, must address today's humanitarian realities and incorporate the latest body of evidence and guidance.

OVERVIEW

The Gender-Based Violence in Emergencies (GBViE) Consultant: Handbook for Coordinating GBV in Emergencies, works as part of the GBV team within the Humanitarian and Fragile Contexts Branch of UNFPA's Geneva office. The Consultant will lead the revision of the Coordination Handbook which was first developed in 2010.

DUTIES & RESPONSIBILITIES

1. Development a penultimate draft working with a small team of internal GBV and humanitarian experts, including GBV coordinators at field level, building off a 2011 evaluation of the handbook and 2017 revision process. Inclusion of relevant new chapters and tools and condensations of cross-cutting issues.
2. Work with GBV AoR REGA to facilitate 4 regional level consultations.
3. Incorporate feedback from regional level consultations and experts in the field into the final draft.
4. Work with relevant HFCB staff to generate recommendations for the development of online tools, as well as dissemination, roll-out and monitoring of the handbook.
5. Other duties as assigned by the GBV AOR Coordinator.

DELIVERABLES

1. Final draft of the Handbook for Coordinating GBV in Emergencies
2. Participate in the facilitation of four regional level consultations
3. Report from findings of the four regional level consultations including recommendations for dissemination and rollout at the global and country-level

QUALIFICATIONS

- Advanced University Degree or equivalent in gender studies, social anthropology, law and women's rights, sociology, cultural studies, public health, demography, socio-economics, or other field directly related to the substantive area identified in the title of the consultancy.
- 7 years of increasingly responsible professional experience in the area of gender-based violence gender equality, women's empowerment, protection, and/or human rights of which 3 years at the international level in humanitarian context(s).
- Minimum of 2 years experience in GBV coordination in emergencies.
- Experience in culturally sensitive programming, essential.
- Experience in developing and facilitating training courses on GBV or a related subject, desired.
- Excellent English writing skills.
- Excellent inter-personal communication skills, including facilitating meetings.
- Fluency in English is required. Working knowledge of another official UN language is desirable.

HOW TO APPLY:

Please send your CV, letter of interest, completed p-11 form and a writing sample to ruehl@unfpa.org. Please include "GBV AoR Coordination Handbook" in your subject line and indicate your availability to start in the email. Applications are due no later than **28 April 2018**. Interviews will likely be scheduled in the week of 30 April – 4 May.