



## **Terms of Reference**

### **Ending Violence against Women Research and Programme Development Consultant**

#### **1. Assignment Information**

<b>Assignment Title</b>	Ending Violence against Women Research and Programme Development Consultant
<b>Units</b>	Ending Violence against Women
<b>Division Name</b>	Regional Office for Asia and the Pacific
<b>Country and City of Consultant Post</b>	Bangkok, Thailand, with travels in the region
<b>Contract Supervision</b>	Ending Violence against Women Programme Manager
<b>Duration</b>	10 February 2020 – 18 December 2020

The purpose of this consultancy is to support the Ending Violence against Women unit in the UN Women Regional Office for Asia and Pacific by providing ongoing support through research, drafting proposals, concept notes for activities and events, briefs and presentations, as well as support the implementation of the Stepping Up programme and country offices in the region. This consultancy is expected to be full-time and based in UN Women Regional Office for Asia and the Pacific in Bangkok, Thailand.

#### **2. UN Women Background:**

UN Women, grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.

#### **3. Assignment Background:**

Violence against women and girls (VAWG) is one of the most serious, life threatening and widespread violations of human rights worldwide. In Asia and the Pacific, the levels of intimate partner violence remain unacceptably high. Over 37 per cent of women in South Asia, 40 per cent of women in South East Asia and up to 68 per cent of women in the Pacific have experienced violence at the hands of their partners. Violence against women and girls occurs at home, in workplaces, in public spaces and online, and can culminate in femicide, the murder of women and girls.

Violence against women devastates lives, fractures families and communities. Diverse groups of women suffer from multiple and intersecting forms of discrimination and inequalities, making them especially vulnerable to violence. Those vulnerability factors include age, ethnicity, poverty,

class, sexual orientation, gender identity, disability, religion, indigeneity, nationality, immigration status and other factors. VAWG impedes human development and has serious negative consequences, ranging from multiple immediate to long-term physical, sexual and psychological impacts, which often prevent women and girls from fully participating in society. VAWG significantly undermines women's educational and employment opportunities, income earning capability and advancement in the workplace, which greatly limits their economic development. It is a major impediment to women's empowerment, gender equality and the realization of the Sustainable Development Goals.

Violence against women is firmly rooted in gender inequality, discrimination and harmful cultural and social norms. It is firmly grounded in unequal power relations between women and men and is reinforced by discriminatory and gender-biased attitudes, norms and practices. Deeply ingrained patriarchal, cultural and religious norms in society and institutions place a lower value on women and girls and contribute to high levels of acceptance of violence by both men and women. The widespread cultural acceptance of violence allows it to continue, often unchallenged.

To mitigate the devastating impact of violence, women who face violence and abuse need access to services that respond to their multiple needs: health care systems and justice, police protection and social support services. Critical gaps remain in service provision for survivors of violence in terms of availability, quality and coordination. A few examples of these barriers include: service providers who minimize the abuse or do not believe their story, blame them for the violence, ask for bribe to file a case, discourage them from pursuing justice and restrict them to mediation. Most women who experienced violence do not receive the full range of services and many do not receive any services at all. When services are available, they are often underfunded, understaffed, and mostly available in capitals or larger cities. When quality, coordinated and safe services are available to survivors, it is most likely that survivors will disclose violence and seek help to stop it. Coordinated quality services are affordable and essential to mitigate the devastating impacts of violence and to prevent it from reoccurring.

Much of the VAWG policies and programmes have focused on responding to violence and mitigating its impact after the violence has occurred. More attention, efforts and funding need to focus on preventing violence from occurring in the first place through primary prevention – preventing violence before it happens in the first instance. A growing body of prevention practice and evidence demonstrate that it is possible to prevent VAWG, and this in a shorter timeframe than expected. Prevention is a particularly cost-effective strategy with potential medium to longer-term and inter-generational payoffs. Early prevention and intervention and other strategies can help prevent repeated cycles of violence, and all its avoidable social, economic and human rights costs. Violence against women is learned, and can therefore be prevented, especially if efforts begin early in the life-cycle.

### **Stepping Up Solutions to Eliminate Violence Against Women and Girls in Asia And the Pacific (2017-2021) (Stepping Up project)**

Stepping Up focuses on violence against women and girls (VAWG) prevention in different settings, data and evidence building, and strengthening responses to VAWG by increased investment in coordinated and strengthening service provision for VAWG survivors. The project is supported by the Australian Department of Foreign Affairs and Trade (DFAT) and the Korean Ministry of Gender Equality and Family (MOGEF). The project is implementing community-based and school-based projects in Viet Nam and Timor-Leste. It is supporting evidence-building on VAWG prevention,

workplace responses to intimate partner violence, cost of VAW for workplaces, the linkages between VAW and violence against children (VAC), and on technology-facilitated violence.

The consultant will support work related to prevention of violence, social norm change, linkages between VAW and violence against children, essential services, school-based prevention of violence, cyber violence, linkages between women's economic empowerment and VAW, costs of VAW to businesses, violence and workplaces, sexual harassment, access to justice, women migrant workers, trafficking and VAW data. In addition, the consultant will assist with developing materials related to resource mobilisation and partnership development.

#### **4. Scope of work**

- Research, Knowledge Management and Documentation:
  - Assist in preparation of knowledge resources, communications and background material for internal and external use, including concept notes and fact sheets on thematic issues
  - Support planning, coordination and monitoring of research and training materials such as the costs to business studies, training materials for prosecutors and the adaptation of prevention and monitoring guidance (coordination, planning and technical inputs and review) (implemented by specialists on contract)
  - Support, review, contribute to, and edit research and knowledge products such as narrative reports, research reports, evaluation reports etc. for projects on Ending Violence against Women
  - Collate and organize knowledge resources, including for purposes of project filing and record keeping, and facilitate dissemination of knowledge resources (for instance through the organisation of webinars)
  - Provide support to resource mobilization efforts with the drafting of concept notes, briefings notes, talking points and other documents as needed
- Project planning, implementation and monitoring:
  - Support prevention efforts in the region, sharing resources and guidance, coordination, planning and support to countries
  - Support the implementation of the Stepping Up project, including organisation of meetings and events, support to country offices and coordination with UN Women partners such as ASEAN (emails, calls, concept notes, terms of reference, PowerPoints, talking points and briefing notes, technical review, coordination, planning, organisation of meetings and events)
  - Draft presentations, meeting minutes, and briefs for and from workshops, meetings and consultations with stakeholders.
  - Support monitoring, reporting and evaluation of the Stepping Up programme (regional component, and in Viet Nam and Timor-Leste)
  - Use of project-level monitoring tools to track progress and inform unit reporting throughout the year

Key Task	Deliverables	Target Date
1. Provide support to resource mobilization efforts  Resource mobilisation	Documentation of support to resource mobilization efforts including drafting concept notes, briefing notes, PowerPoints and talking points.	15 June 2020
2. Support prevention efforts in the region, through technical assistance coordination and support to countries       Coordination, knowledge management	2.1 Documentation of coordination, planning and support to partners and countries on prevention such as calls, emails, planning and tracking documents.  2.2 Inputs to prevention related research and project documents such as concept notes, terms of reference, presentations.	2.1 – 29 March 2020  2.2 – 18 December 2020
3. Support the implementation of the Stepping Up project, including organisation of meetings and events, support to country offices and coordination with UN Women partners such as ASEAN    Coordination and project management	3.1 - Documentation of support to capacity development for VAWG data, including coordination with countries, partners, consultants (calls and emails), inputs to training materials (agenda and PowerPoints).  3.2 Drafted briefing notes, presentations, concept notes, talking points, minutes and notes.  3.3 - Summary of support provided to countries such as calls, information and knowledge sharing  3.4 Documentation of coordination with partners such as emails, inputs to concept notes, project documents, organisation of calls, minutes  3.5 Drafted briefing notes, presentations, concept notes, talking points, minutes and notes	3.1 - 30 April 2020  3.2 - 30 June 2020  3.3 – 30 August 2020  3.4 - 18 December 2020  3.5 - 18 December 2020
4. Support planning and implementation of research and training materials such as the costs to business studies, training materials for prosecutors and the adaptation of Counting on Change.	4.1 Documentation of coordination and planning with researchers and partners such as emails and planning/tracking documents.  4.2 Drafted concept notes, terms of references, presentations, briefs	4.1 – 31 May 2020  4.2 – 30 September 2020

Research	4.3 Edited technical inputs and reviewed research documents and drafts	4.3 – 18 December 2020
5. Support and organize a series of webinars for UN Women offices in the Asia-Pacific region	5.1 Documentation of completed webinars	5.1 – 30 August 2020
Coordination, knowledge management	5.2 Documentation of completed webinars	5.2 - 18 December 2020
6. Support monitoring, reporting and evaluation of the Stepping Up programme (regional component, and in Viet Nam and Timor-Leste)	6.1 Drafted Stepping Up donor annual narrative report	6.1 - 31 August 2020
Project planning and monitoring	6.2 Documentation of coordination and planning support to the documentation and evaluation of the Stepping Up project including inputs to terms of reference and draft reports, calls and emails.	6.2 – 31 August 2020
	6.3 Inputs to UN Women quarterly and annual reporting	6.3 – 18 December 2020

## 5. Supervision

The consultant will be supervised by the EVAW Regional Programme Manager.

## 6. Eligibility criteria

- a) Master's degree in the field of international development, gender studies, social science or other related area.
- b) At least 1 years of relevant experience in research and programme development on gender equality and/or violence against women.
- c) Experience working on ending violence against women is an advantage.
- d) Experience with proposal writing and resource mobilisation is an asset.
- e) Experience working on or in the Asia-Pacific region is an asset.
- f) Fluency in English.

## 7. Work location and travels

The consultant will be based at the UN Women Regional Office for Asia and the Pacific in Bangkok, Thailand and provided with a desk and a computer. This consultant is expected to travel on mission as needed within the Asia-Pacific region. Travel costs and Daily Subsistence Allowance (DSA) will be provided by UN Women if and when needed in line with UN standard rates applied at that time. Travel Authorization will be granted to the consultant prior to the travel date and airfare will be provided by UN Women.

## 8. Submission of application

Interested candidates are encouraged to submit an electronic application to [hr.bangkok@unwomen.org](mailto:hr.bangkok@unwomen.org), copy [marie.palitzyne@unwomen.org](mailto:marie.palitzyne@unwomen.org), not later than **8 December 2019**.

*The Submission package includes:*

- Updated CV
- Cover letter
- Writing samples
- Personal History Form (P11 which can be downloaded from <http://asiapacific.unwomen.org/en/about-us/jobs>)
- Financial proposal: the financial proposal shall specify a lump sum amount breaking down the professional fee for each deliverable:

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Other costs (please specify)			
Total			