



THE
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WORLD
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Department
for World Service

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Request for Proposals:

Gender Context Analysis and action Consultant

Date of Issue:

20th November 2018

Closing Time and Date:

5:00pm (EAT), 10th December 2018

1. Introduction

Lutheran World Federation-World Service, Kenya-Djibouti-Somali (LWF-WS, KDS) Program seeks to engage the services of a consultant for a Gender Context Analysis and Action project that aims to build the skills of LWF WS staff in gender context analysis with a view to improving the program management cycle for increased consideration of gender justice and mainstreaming.

LWF-WS, KDS, is partnering with Australian Lutheran World Service (ALWS), in a collaboration called the ANCP Gender Context Analyses & Action Project. ALWS is the overseas aid and resettlement agency of the Lutheran Church of Australia that reaches out to people hurt by poverty, injustice and crisis to support them build a better life for themselves and their families. LWF-WF KDS is part of the LWF World Service, an internationally recognized humanitarian and development arm of the Lutheran World Federation that works primarily with displaced populations re: refugees and asylum seekers in Kenya and Djibouti as well as internally displaced persons in Somali (Kismayu). LWF KDS mission is to assist all people in need irrespective of their ethnicity, religion or gender.

The project aims to enable staff to ensure gender sensitive programming. Gender analysis is an approach that examines gender roles and relations from inter-personal, household, community, provincial and national levels. It looks at both the public and private spheres of people's lived experiences. It seeks to understand the differing priorities, needs, activities and responsibilities of women and men, girls and boys across different life stages, and in the various roles they play (as sons and daughters, mothers and fathers, citizens, neighbours, labourers, etc.). An analysis of gender issues must also recognize other diversity factors that affect all members of society, such as age, ethnicity, class, caste and other socioeconomic conditions.

The gender analysis process seeks to collect, identify, examine and analyse information on the different roles and opportunities of women and men. Gender analysis primarily seeks to understand these three questions:

- i. What are the gendered-related rights denials in a given context? How do unequal gender relations, gendered discrimination, subordination and exclusion influence

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rights denials? How do these rights abuses intersect with other areas of discrimination – based on ethnicity, culture, class, age, disability etc.?

- ii. How will gender relations affect the achievement of sustainable results? For example, if the project’s sustainable result is increased productivity among female smallholder farmers, then gendered norms in household divisions of labour and workloads may greatly influence production outcomes.
- iii. How will proposed results affect the relative status of men and women? Will it exacerbate or reduce inequalities?

2. **Description of the Assignment: Scope and Objectives**

LWF-WS, KDS intends to engage in externally-led capacity building sessions in gender context analysis, internally-led gender context analyses which pilot tools, and externally led-workshops to finalise gender context analysis tools and create an action plan for further steps. The assignment targets LWF staff in Kenya, Djibouti and Somali (Kismayu).

3. **ROLES AND RESPONSIBILITIES**

These roles and responsibilities may be expanded further in the contract:

LWF shall;

1. Mobilize the participants to the workshops
2. Provide for any workshop materials as required and advised by the Consultant.
3. Make flight booking for the (1) consultant to Kakuma and Dadaab as well as to Djibouti and to Kismayu. LWF will cater for the flights cost for 1 consultant
4. Take care of on location travel arrangements as required.
5. Pay for food and accommodation for the Consultant while in Kakuma and Dadaab as well as in Djibouti and Somali.

The consultant shall;

Service	Output	Outcome
Prepare Workshop materials Facilitate in gender analysis capacity building training Develop of Gender analysis tools	LWF staff equipped with knowledge and skills on gender analysis. Draft gender analysis tools	Staff have: 1) Increased understanding of gender equality, analysis and monitoring. 2) Agreed upon gender analysis tools to trial in the field.
Facilitation of a gender equality workshop and Lead in the development of the	Assignment report Final gender analysis guidelines & tools Draft action plan	LWF WD - KDS have: 1) Finalised gender analysis guidelines & tools and capacity to use them.

final Gender analysis too Facilitate the development of a Plan of action		2) A draft action plan for further steps that can be taken to mainstream gender in program management cycle.
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4. **Desired project results**

Facilitation of the gender analysis training and workshop will help LWF-WS, KDS to conduct quality gender analyses and monitoring. The Consultant will share tools, skills and knowledge that enables LWF to:

- 1) Design and adapt programming that aims to transform power and dynamics around gender in ways that promote social justice, inclusiveness and equality;
- 2) Remain accountable to those in whose lives we hope to see positive change, and minimise unintended harm;
- 3) Assess how program initiatives and broader trends have contributed to change for groups of people across genders, including monitoring expected and unexpected results; and
- 4) Build an evidence base that facilitates documentation and contributes to broader advocacy and social movements in favour of equal human rights for all genders and abilities.

5. **Proposed timeframe:**

The assignment is expected to take the maximum of 15 days (staggered) within the months of December 2018 to July 2019. Guided by the proposed plan below, the consultant will be expected to develop and send in a plan/schedule of how he/she intends to go about the task.

No	Major Planned Activities	Time-frame
1	Conduct desk review and online assessment survey of current gender equality understanding, mainstreaming and priority gaps or needs	December - January
2	Conduct trainings for LWF staff in Kenya (Kakuma and Dadaab), Djibouti and Somali	January to March 2019
3	Remotely support/monitor implementation of the tools and plans	April to June
4	Undertake workshop to finalize development of Gender analysis tools	July 2019

6. **Consultants Qualifications and competencies**

- 1) The suitable Consultant(s) must have at least an advanced degree in the field of social sciences, gender and/or women studies, sociology, international development, human rights or other related fields.

- 2) At least 5 years relevant and demonstrable experience in working with programs that promote gender justice and mainstreaming and social inclusion, preferably in humanitarian contexts
- 3) Proven track record of successfully conducting high quality assessments, participatory and action-oriented capacity building workshop and development of gender analysis tools.
- 4) Knowledge and understanding of international, regional and national level institutional, legal and policy frameworks impacting the status of women living particularly in East and Horn of Africa.
- 5) Experience of working within a team comprised of people with diverse cultural backgrounds and personalities, remaining self-motivated and able to achieve results independently and under tight timelines.
- 6) Ability to work within the expected timelines and locations.

7. Application Guidelines

Interested and qualified consultants should submit their proposals including the following:

- 1) Technical and financial proposal (including a summary understanding of the assignment, a detailed methodological approach and work plan)
- 2) Financial proposals have to show explicitly:
 - a. Total amount in Kenya Shillings (KES)
 - b. Incl. VAT
 - c. Incl. any/all fees and withholding tax if applicable
 - d. Incl. detailed costings for any other expenses (if not taken care of by LWF-WS)
- 3) Profiles of Consultant(s)/Resumes. The CVs/Resume should not exceed 3 pages and should highlight relevant experiences.
- 4) Relevant work samples (e.g. reports) of similar previous engagements
- 5) Consultancy registration Certificate of incorporation
- 6) PIN Certificate
- 7) Tax Compliance certificate
- 8) Previous clients who could be contacted

How to Apply;

The required documents should be sent by email to lwf.closetender@gmail.com and with the words

“Gender Context Analysis and action Consultant”, as the title of the mail. LWF reserves the right to reject any application(s) without disclosing the reasons. The deadline for application submission is 1700Hrs 10th December, 2018.