



FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Consultant/PSA

Job Title:	Gender Expert (Gender in Agriculture and Rural Development)		
Division/Department:	Emergency Operations Service (TCEO)		
Programme/Project Number:	GCP/SUD/069/CAN	IFSP (Integrated Food Security Project – Kassala)	
Location:	Kassala, Sudan		
Expected Start Date of Assignment:	15.10.2012	Duration:	3 months
Reports to:	Title:		Senior Project Coordinator

General Description of task(s) and objectives to be achieved

Security:

Before starting the mission/travel, the consultant must find out in what security phase the country of assignment is in and what this implies for his/her own security. As soon as he/she arrives at the duty station, through the FAO Representation or directly, he/she must contact the designated UN security officer to be briefed on all the recommended security measures. In case this procedure is not properly applied, the consultant may not be covered under the Malicious Acts Insurance Policy.

Health:

All consultants/PSAs, on duty travel, must accept responsibility for their health and well-being as part of their official duties and also on their return. The following are the main responsibilities of the traveler:

- seek health advice, preferably four to six weeks before travel;
- comply with recommended vaccinations and other prescribed medication and health measures;
- ensure health precautions are taken before, during and after travel;
- obtain a physician's letter pertaining to any prescription medicines, syringes, etc. being carried;
- precaution to avoid transmitting any infectious disease to others during and after travel;
- report any illness on return, including information about all recent travel; and
- respect the host country and its population.

General Supervision and Responsibility:

Under the general supervision of the FAO Representative (FAOR) and the Chief, Emergency Operations Service: Africa, Latin America and Caribbean (TCEO), and the direct supervision of the Senior Project Coordinator (SPC), and in consultation with the relevant FAO Headquarters' Lead Technical Unit, and in close collaboration with the Project's National Gender Officer, the incumbent will provide technical support in project execution, particularly in the field of gender mainstreaming, gender analysis and gender sensitive programming and monitoring, including the execution of the baseline assessment study.

In specific the International Gender Expert will perform the following tasks:

1. 1st Training Workshop: prepare training material and hold a gender workshop for IFSP project staff in English language (2 days). The workshop should communicate the basic theoretical frameworks, concepts and tools for gender analysis and gender mainstreaming for project staff (about 15 participants)
2. 2nd Training Workshop: prepare training material and hold a gender workshop for IFSP project staff in English language (with Arabic translation provided by IFSP (2 days). The workshop should communicate the basic theoretical frameworks, concepts and tools for gender analysis and gender mainstreaming for partner organisations (about 20 participants)
3. In collaboration with IFSP staff (especially M&E officer and national gender expert) design and implement the project's baseline assessment in 30 target villages in order to collect gender- and age- disaggregated information and data. A basic data collection system has already been established and can be built on. Each village will be visited with a team of IFSP and Ministry of Agriculture staff. Transport and translation will be provided by IFSP staff, especially through the national gender expert.
4. Consult with Ministry of Agriculture staff on the Ministry's plan to establish a "Gender Unit". In collaboration with the respective Ministry staff and the IFSP national gender expert develop a plan of action on how best to support the establishment and

strengthening of such a unit.

5. In consultation with the Ministry of Agriculture and the Ministry of Social Welfare develop IFSP's gender mainstreaming strategy. The strategy should take into account the specific local traditions and circumstances, and should elaborate on how best the project can promote gender equality and the empowerment of women.
6. Review the project's performance management and logical planning framework's indicators and recommend gender sensitive monitoring framework and indicators to improve the project's gender focus. Such recommendations must be in line with the project's financial and human resources as well as considering the short time frame of the project.
7. Train IFSP staff (especially the M&E Officer, the national gender officer, and the Assistant Project Coordinator) in how to collect, document and distribute effectively any lessons learnt and best practices relevant to the project's gender mainstreaming efforts and to evaluate the impact of project activities to promote gender equality.
8. Write a concise and complete final mission report.

Key performance indicators

Expected Outputs:

1. 1 workshop held for IFSP project staff (in English language) on the concepts, methodologies and tools for gender analysis and gender mainstreaming in a project context;
2. 1 workshop held for IFSP partner organizations (in English language with Arabic translation) on the concepts, methodologies and tools for gender analysis and gender mainstreaming in a project context;
3. The design and implementation of the project's baseline assessment in 30 target villages has been supported and implemented in collaboration with IFSP staff (this includes field trips to at least 50% of the respective villages);
4. Recommendations in the form of a "plan of action" on how to support the Ministry of Agriculture in establishing a "Gender Unit" in the Ministry are developed.
5. The project's gender mainstreaming strategy has been established through a consultative approach with the project's national gender officer and key stakeholders;
6. Gender sensitive monitoring framework has been established with gender sensitive indicators incorporated in the project's indicators, and recommendations for the collection and analysis of gender- and age- disaggregated data during M&E have been made in collaboration with the national M&E Officer;
7. IFSP staff (especially the national Gender officer, M&E officer and the Assistant Project Coordinator) trained on collecting and reporting on lessons learned and best-practices for wider dissemination on gender mainstreaming issues and also on evaluating the impact of the project on promoting gender equality;
8. Final mission report containing achievements, the detailed findings of the mission and the detailed recommendations made to the project management. Annexes to the report must include a list of people and institutions contacted during the mission, including their contact, and a table of references (any material quoted from other research work, reports, books or the internet must be referenced). The report must be submitted in soft copy (MS-Word).

Required Completion Date:

- Ad 1) 22.10.2012
- Ad 2) 29.10.2012
- Ad 3) 15.12.2012
- Ad 4) 22.12.2012
- Ad 5) 29.12.2012
- Ad 6) 04.01.2013
- Ad 7) 06.01.2013
- Ad 8) 15.01.2013

Required Competencies

Academic Qualifications:

- University degree in social sciences and/or related field such as sociology, anthropology, development studies, rural development or related field

Technical Competencies and Experience Requirements

- Five years of relevant experience in gender mainstreaming in rural development and agriculture projects, including strengthening institutions' capacities to promote sustainable development practices in the rural and agriculture sector, in developing countries, mainly in Africa
- Depth of knowledge and experience on gender in food security and livelihoods and gender sensitive technological approaches to different agro-ecological and socio-economic contexts, e.g. farmer field schools, water users associations, community-based agro-processing producer marketing groups and natural resource management approaches
- Demonstrates ability to plan, organize, implement and report on work

- Demonstrates ability to liaise with other UN agencies, NGOs and Government ministries
- Excellent interpersonal skills, including an extensive knowledge and experience of using participatory rural appraisal tools
- Excellent oral and written communication and presentation skills in English
- Knowledge of Arabic would be an asset.

How to Apply:

Please send your application to: Annika.Kaipola@fao.org no later than **14 September, 2012**, including the following documents:

- 1) Completed FAO Personal History Form (available at: [HTTP://WWW.FAO.ORG/EMPLOYMENT/CURRENT-VACANCIES/CONSULTANTS/EN/](http://www.fao.org/employment/current-vacancies/consultants/en/))
- 2) Brief cover letter indicating your suitability and motivation