



Spotlight Initiative
To eliminate violence against women and girls



TERMS OF REFERENCE

FOR ENGAGEMENT OF LOCAL CONSULTANT

To operationalize strengthened GBV Mobile and Remote service delivery models for Guyana	
Hiring Office:	United Nations Population Fund (UNFPA) Sub-Regional Office for the Caribbean, Guyana
Purpose of consultancy:	<p>The Spotlight Initiative (SI) is a partnership between the European Union and the United Nations that is created to eliminate all forms of violence experienced by women and girls all over the world. This Initiative considers as critical, political will and the achievement of the Sustainable Development Goals (SDGs), 3 Sound Health and Wellbeing, 16 Inclusive and Peaceful Societies, and 5 Gender Equality. The spotlight Initiative is implemented through a multi-sectoral response. Such a response requires a group of stakeholders to agree to work in a coordinated manner, applying a survivor-centered approach and apply human rights standards of survivor safety and offender accountability.</p> <p>Guyana is one of the beneficiaries of the SI in the Caribbean. The SI programme in Guyana addresses the root causes of Violence Against Women and Girls (VAWG) by focusing on the prevention and response to family violence. This form of violence is reflected in physical, social, sexual, economic, and emotional abuse and acts of aggression within familial relationships or connections.¹ A high prevalence of violence against women, which is often culturally accepted and, in many cases, remains underreported exists in Guyana.² Anecdotal evidence suggests</p>

¹ Spotlight Secretariat. (2019) Caribbean Regional Investment Plan.

² Fifty-second session 9-27 July 2012 Concluding observations of the Committee on the Elimination of Discrimination against Women Guyana. The Committee considered the combined seventh and eighth periodic report of Guyana (CEDAW/C/GUY/7-8) at its 1041st and 1042nd meetings, on 10 July 2012 (see CEDAW/C/SR.1041 and 1042). The Committee’s list of issues and questions is contained in CEDAW/C/GUY/Q/7-8 and the responses of the

	<p>that domestic violence, for instance, remains pervasive, even with an increased level of brutality. The five priority areas of intervention for the SI programme in Guyana are: (i) Sexual and Gender-Based Violence; (ii) School based Gender-Based Violence; (iii) Intimate Partner Violence; (iv) Incest/ early sexual initiation/ teen and pre-teen pregnancies; (iv) forced sex by a family member or relative.</p> <p>The SI programme in Guyana addresses the culture of VAWG through a survivor-centered approach. This approach incorporates a human rights-based approach that survivors' rights and needs are placed first. Thus, the survivor has a right to be treated with dignity and respect, rather than being blamed for the violence experienced. The survivor has a right to choose the course of action to address the violence experienced, instead of being left to feel powerless. The survivor has a right to privacy and non-discrimination based on gender, age, race/ethnicity, ability, and sexual orientation.³</p> <p>It is noteworthy that the Government of Guyana has made strides towards the implementation of a responsive mechanism that seeks to hold several categories of practitioners/ professionals accountable and improve the quality of care and services being provided to victims and survivors of sexual violence.⁴ There exists extensive commitment on the part of the Government of Guyana to respond to and prevent violence against women and girls. However, many women and girls still have little or no access to the support and services that can protect them, assist in keeping them safe, and address the short and long-term consequences of experiencing violence. Guyana's obligation to exercise due diligence requires the State to establish effective measures to prevent, investigate and prosecute cases of violence against women. This includes effective means to respond to each case of violence, as well as address the structural causes and consequences of the violence, by ensuring comprehensive legal and policy frameworks, gender sensitive justice systems and police, available health and social</p>
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Government of Guyana in CEDAW/C/GUY/Q/7-8/Add.1. Available from: <http://evaw-global-database.unwomen.org/-/media/files/un%20women/vaw/country%20report/america/guyana/guyana%20cedaw%20co.pdf?vs=622>

³ Essential Services Package for Women and Girls Subject to Violence. Core Elements and Quality Guidelines.

⁴ Guyana: Report on the implementation of the Montevideo Consensus on population and development 2013-2018

	<p>services, awareness raising activities and ensuring the quality of all measures.⁵</p> <p>The relationship between ethnicity and violence in Guyana is not clearly defined. It is worth noting though that women of mixed ethnicity and indigenous women likely suffer higher incidences of physical, sexual, and economic violence when compared to other groups, while Indo-Guyanese women are more likely to suffer greater emotional violence.⁶ Additionally, access to supportive services to respond to instances of GBV vary from one geographic area to another, with the rural and hinterland areas of Guyana being the areas that are generally underserved. The centralization of social and other essential services to the capital city makes GBV support services inaccessible for those in the hinterland and remote areas. Moreover, the influx of migrants (particularly from Cuba, Haiti, and Venezuela) in the hinterland who now seek GBV social services support and safety has increased the population in need [inclusive of Indigenous women and girls] in these underserved regions of the country.</p> <p>Given the disparities in services available across geographic areas in Guyana, as well as the disparities in the level of access available to GBV response services, there is a need to support the operationalization of strengthened additional modes of GBV services delivery in the form of GBV mobile and remote services delivery. The suitability of the GBV mobile and remote services delivery model to the local realities in Guyana was explored in parallel with efforts to finalize the GBV Essential Services Package for Guyana, during 2021 and 2022. The findings of desk research and consultations conducted during 2021 and 2022 has provided sufficient information to guide the operationalization of the strengthening of GBV mobile and remote services delivery models to the local realities in Guyana.</p> <p>GBV mobile and remote services delivery is usually best suited for as an outreach intervention for hard-to-reach areas and is often considered as part of a wider approach to facilitate access to GBV response services. This model of service delivery was designed to meet the needs of varying categories of GBV survivors, particularly those drawn from vulnerable populations that are dispersed in urban and rural settings, who are often</p>
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⁵ UN Women, WHO, UNFPA, UNDP, & UNODC. (2015). Essential services package for women and girls subject to violence. Publisher: New York, USA.

⁶ Spotlight Initiative Country Programme Document, Guyana. (2019),23

	<p>hidden, difficult to reach, isolated, and at heightened risk of violence. GBV mobile and remote services delivery endeavors to meet the needs of GBV survivors who cannot readily access static services, due to limited mobility, distance, insecurity or other obstacles. For GBV mobile service delivery, providers move to sites where the population is located.</p> <p>In Guyana, there exists vast hinterland regions that have remote and hard to reach communities spread across them, in which the needs of women and girls are not always adequately addressed. In Guyana’s hinterland regions, there also exists a number of women and girls pursuing economic opportunities in hard to reach mining communities in which they are placed at risk of being subject to GBV. Guyana also has a large and growing influx of migrants, particularly from Venezuela. In light of this situation, there is a clear need to examine the suitability of the GBV mobile and remote services delivery model for Guyana.</p> <p>Under Pillar four of the SI programme in Guyana, UNFPA seeks a local consultant [who will work along with an international consultant] to support the Ministry of Human Services and Social Security in operationalizing strengthened GBV mobile and remote services delivery models in Guyana, in keeping with the local realities in Guyana (with particular emphasis on administrative regions 1 and 7, Spotlight target regions) and in keeping with findings from desk research and consultations conducted during 2021 and 2022.</p>
<p>Scope of work: <i>(Description of services, activities, or outputs)</i></p>	<p>Overall objective: The operationalization of strengthened GBV mobile and remote services delivery model for Guyana, adapted to the local realities in Guyana (with particular emphasis on administrative regions 1 and 7, Spotlight target regions). This will be in keeping with the following:</p> <ol style="list-style-type: none"> I. The report on the suitability of the GBV mobile and remote services delivery model to the Guyana context that was prepared in the first quarter of 2022. II. The final report on the GBV mobile and remote services delivery model for Guyana, following desk research and consultations conducted during late 2021 and early 2022 [under the prior Phase 1 of this consultancy] in support of the Ministry of Human Services and Social Security. III. The implementation plan for operationalizing the agreed upon GBV mobile and remote services delivery model for Guyana, which was approved by the Ministry of Human Services and Social Security.

	<p>IV. The roadmap for the strengthening of GBV case management in Guyana was developed during the first quarter of 2022.</p> <p>V. The Standing Operating Procedures approved by the Ministry of Human Services and Social Security for the strengthening of GBV case management in Guyana.</p> <p>VI. The service delivery guidelines for the Essential Services Package for Guyana; developed in April, 2022, to ensure the delivery of high quality services [in accordance with the Minimum Standards and Guidelines for Essential Services and Survivor-Centered Care].</p> <p>The local Consultant to be recruited [supported by the International Consultant who worked on Phase 1 of this consultancy] will be expected to undertake the following tasks (in support of the Ministry of Human Services and Social Security):</p> <ol style="list-style-type: none"> 1. Implement the <i>costed implementation plan</i> for the rollout of operationalization of strengthened GBV mobile and remote services delivery model for Guyana. 2. Execute <i>monitoring and evaluation</i> exercises to ascertain the effectiveness of rollout of the operationalization of strengthened GBV mobile and remote services delivery models for Guyana. <p>As part of the support to the Ministry of Human Services and Social Security, the Ministry will guarantee the sustainability of this initiative in Guyana.</p>									
<p>Duration and working schedule:</p>	<p>The contract of this consultancy will be from January 10, 2023, to June 30, 2023. The following deliverables are expected of this consultancy in keeping with UNFPA’s remote services delivery guidelines:</p> <table border="1" data-bbox="500 1381 1419 1890"> <thead> <tr> <th data-bbox="500 1381 570 1488"></th> <th data-bbox="570 1381 1227 1488">Deliverables</th> <th data-bbox="1227 1381 1419 1488">Completion Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="500 1488 570 1566">1</td> <td data-bbox="570 1488 1227 1566"><i>Inception Report</i></td> <td data-bbox="1227 1488 1419 1566">January 16</td> </tr> <tr> <td data-bbox="500 1566 570 1890">2</td> <td data-bbox="570 1566 1227 1890">Implementation of strengthened GBV mobile and remote services delivery in accordance with UNFPA’s remote services delivery guidelines and in accordance with UNFPA’s guidelines for mobile and remote services delivery and in keeping with the <i>costed implementation plan for GBV mobile and remote services delivery in Guyana</i> [completed March, 2022] as well as the</td> <td data-bbox="1227 1566 1419 1890"></td> </tr> </tbody> </table>		Deliverables	Completion Date	1	<i>Inception Report</i>	January 16	2	Implementation of strengthened GBV mobile and remote services delivery in accordance with UNFPA’s remote services delivery guidelines and in accordance with UNFPA’s guidelines for mobile and remote services delivery and in keeping with the <i>costed implementation plan for GBV mobile and remote services delivery in Guyana</i> [completed March, 2022] as well as the	
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	Final Report for the rollout of strengthened GBV mobile and remote services delivery models for Guyana [completed March, 2022]; with particular emphasis on administrative regions 1 and 7, Spotlight target regions.	
	<p>a. Awareness Raising</p> <p>Expected Outcome: The proportion of the population aware of mobile and remote GBV service delivery programme is 40 percent by 2023.</p>	March 31
	<p>b. Standardised Procedures, Guidelines and Training Materials</p> <p>Expected Outcomes: GBV survivors are provided with standardised, effective, efficient and uninterrupted services by 2023.</p> <p>About 85% of strategic staff handling mobile and remote GBV cases in social development, police, judiciary, health, and education are adequately trained by 2023.</p>	
	<p>c. Capacity Strengthening of Service Providers</p> <p>Expected Outcome: Adequate capacity of GBV service providers to deliver mobile and remote services effectively</p>	
	<p>d. Advocacy</p> <p>Expected Outcome: Effective integration of civil society organisations into the advocacy and lobbying environment for an effective national response to GBV through mobile and remote GBV service delivery.</p>	June 30
	<p>e. Community Support Interventions</p>	

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3	<i>Final Report</i>							
Place where services are to be delivered:	<p>The local Consultant [alongside the International Consultant] engaged will be expected to work on-site, utilizing his or her own computer, internet, telephone and other equipment, as needed, to undertake this assignment.</p> <p>UNFPA and the Ministry of Human Services and Social Security will facilitate work that the local Consultant [and the International Consultant] may need to conduct from the UNFPA Guyana Liaison Office, from the Ministry of Human Services and Social Security, and from the Administrative Regions.</p>							
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	<p>The local Consultant [and the International Consultant] will be expected to submit the following deliverables in English, in soft copies, to UNFPA and the Ministry of Human Services and Social Security for review and approval, according to the duration and working schedule. The local Consultant [and the International Consultant] will be expected to interact both physically and virtually, as needed, with stakeholders, UNFPA staff, and Ministry of Human Services and Social Security staff. The local Consultant [and the International Consultant] must therefore have good access to virtual communication services.</p> <p>All documents produced as a result of the consultancy will be the property of UNFPA, the Ministry of Human Services and Social Security, and the Spotlight Initiative.</p>							
Monitoring and progress control, including reporting	<p>The local Consultant [and the International Consultant] will work closely with the UNFPA Liaison Officer for Guyana, who serves as the technical coherence lead for the Guyana SI programme, the Spotlight focal point within the Ministry of Human Services and Social Security,</p>							

<p>requirements, periodicity format and deadline:</p>	<p>the relevant technical officers within UNFPA and the Ministry of Human Services and Social Security, as well as other key stakeholders.</p> <p>The local Consultant [and the International Consultant] will be expected to maintain fluid communication. To this end, virtual meetings will take place throughout the consultancy. Importantly, the design, monitoring and implementation of this initiative will involve all GBV partners through two existing Spotlight mechanisms, the Spotlight Gender Technical Working Group as well as the Spotlight Civil Society National Reference Group.</p>
<p>Supervisory arrangements:</p>	<p>The local Consultant [and the International Consultant] will report to the UNFPA Liaison Officer for Guyana and the Spotlight focal point within the Ministry of Human Services and Social Security.</p> <p>The local Consultant [and the International Consultant] will be required to complete the tasks in a structured manner and according to the timeline specified in the working schedule.</p>
<p>Expected travel:</p>	<p>The local Consultant [and the International Consultant] will be expected to travel to the Spotlight target regions; Regions # 1 (Barima – Waini), # 4 (Demerara – Mahaica), # 6 (East Berbice – Corentyne), and # 7 (Cuyuni – Mazaruni), to fulfill the deliverables of the Consultancy.</p>
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p>The ideal local Consultant [and the International Consultant] will need to possess a record of accomplishment, having supported the delivery of GBV mobile and remote services and/or GBV essential services.</p> <p>The ideal local Consultant [and the International Consultant] will need to meet the following requirements:</p> <p>1. EDUCATION An Advanced University degree in Social Science, Public Health, or related technical field is required.</p> <p>2. WORK EXPERIENCE</p> <ul style="list-style-type: none"> ● At least seven (7) years’ experience in programming in relevant areas, such as, gender, social work, GBV service provision to GBV survivors (particularly within the health, social services, Police, and/or justice sectors), as well as project development and implementation. ● Technical experience in the elimination of violence against women and girls and knowledge and experience in the delivery of GBV

	<p>mobile and remote services and/or GBV Essential Services Package is essential.</p> <ul style="list-style-type: none"> ● Experience in providing policy advice to the government officers and/or designing and developing programmes. ● Working experience in the Caribbean region, especially Guyana, will be an asset. ● Previous experience with the UN and specifically UNFPA will be an asset. <p>3. LANGUAGE Excellent oral and written communication skills in English and competence in basic IT packages, particularly MS Word and MS Excel.</p> <p>4. COMPETENCIES Excellent analytical and writing skills and results oriented. Spanish is a strong asset.</p>									
<p>Inputs/ services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>UNFPA and the Ministry of Human Services and Social Security will support the local Consultant [and the International Consultant] in the execution of the activities. The local Consultant [and the International Consultant] though will be required to utilize its own computer, internet, telephone and other equipment, as needed, to undertake the assignment.</p> <p>The local Consultant [and the International Consultant] will be required to complete all identified mandatory courses in order to undertake this consultancy.</p>									
<p>Other relevant information or special conditions, if any:</p>	<p>Payment of Consultancy fee will be as follows:</p> <table border="1" data-bbox="500 1339 1341 1864"> <thead> <tr> <th data-bbox="500 1339 570 1409"></th> <th data-bbox="570 1339 1263 1409">Deliverables</th> <th data-bbox="1263 1339 1341 1409">%</th> </tr> </thead> <tbody> <tr> <td data-bbox="500 1409 570 1478">1</td> <td data-bbox="570 1409 1263 1478"><i>Inception Report</i></td> <td data-bbox="1263 1409 1341 1478">15</td> </tr> <tr> <td data-bbox="500 1478 570 1864">2</td> <td data-bbox="570 1478 1263 1864"> <p>Implementation of the <i>costed implementation plan</i> for the operationalization of strengthened GBV mobile and remote services delivery models for Guyana; with particular emphasis on administrative regions 1 and 7, Spotlight target regions.</p> <p>[In accordance with <i>UNFPA’s guidelines for GBV mobile and remote services delivery</i> and in keeping with the <i>costed implementation plan for GBV mobile and remote services delivery in Guyana</i></p> </td> <td data-bbox="1263 1478 1341 1864"></td> </tr> </tbody> </table>		Deliverables	%	1	<i>Inception Report</i>	15	2	<p>Implementation of the <i>costed implementation plan</i> for the operationalization of strengthened GBV mobile and remote services delivery models for Guyana; with particular emphasis on administrative regions 1 and 7, Spotlight target regions.</p> <p>[In accordance with <i>UNFPA’s guidelines for GBV mobile and remote services delivery</i> and in keeping with the <i>costed implementation plan for GBV mobile and remote services delivery in Guyana</i></p>	
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	a. Awareness Raising and Prevention of GBV	50
	b. Standardised Procedures, Guidelines and Training Materials	
	c. Capacity Strengthening of Service Providers	
	d. Advocacy	25
	e. Community Support Interventions	
	f. Monitoring and Evaluation To ascertain the effectiveness of the operationalization of strengthened GBV mobile and remote services delivery models for Guyana.	
3	<i>Final Report</i>	10