



## TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

<b>CONSULTANCY - Gender-based Violence Specialist</b>	
Hiring Office:	UNFPA Sub-Regional Office for the Caribbean
Purpose of consultancy:	Support the execution of and provide technical support to UNFPA funded activities of Spotlight Initiative in Jamaica
Scope of work:  <i>(Description of services, activities, or outputs)</i>	<p>UNFPA is the sexual and reproductive health and rights agency of the United Nations. Our mission is to deliver a world in which every pregnancy is wanted, every childbirth is safe and every young persons' potential is fulfilled. UNFPA is working with governments, civil society, regional partners and other UN agencies to achieve the Sustainable Development Goals (SDGs) by 2030, which specific focus on Goal 3 (health), Goal 5 (gender equality), and Goal 10 (reduced inequalities).</p> <p>The English- and Dutch-speaking Caribbean is part of the United Nations “delivering as one” initiative, and as such, the UNFPA Country Programme for the English- and Dutch-speaking Caribbean, is aligned to the United Nation Multi-Country Sustainable Development framework (UNMSDF) 2017-2021. UNFPA’s programme applies a human rights and culturally sensitive approach, supported by evidence-based advocacy and policy dialogue to address issues of sexual and reproductive health, gender equality, youth and population dynamics. Enabling environment for sexual and reproductive health and rights, increasing national capacities to advocate for and deliver policies and programmes for access to sexual and reproductive health information and services and strengthening legal and protection systems for the implementation of laws, policies and programmes to prevent gender-based and sexual violence against women and girls is at the heart of UNFPA’s support in the Caribbean.</p> <p>Jamaica has a good track record in its commitment to key international women’s rights instruments and the passage of local legislation to complement the rights and protections offered by these international conventions on paper. The country has clearly made some progress in fulfilling its obligations under these instruments and has also adopted and/or amended legislation to address the prevalence of gender-based violence, such as the Domestic Violence Act, the Child Care and Protection Act; and the Sexual Offences Act. There is also a National Policy for Gender Equality (NPGE), whose main goal is the reduction of all forms of gendered discrimination in order to promote gender equality.</p> <p>Notwithstanding progress made in advancing gender equality and women’s and girls’ empowerment, gender discrimination, including its worst manifestation and forms, such as violence against women and girls, continue to adversely impact all the dimensions of sustainable development in Jamaica. The country continues to be among those globally with the highest rates of crime and violence, with some crimes exceeding both global and regional averages.</p> <p>The Spotlight Initiative in Jamaica, as well as in Belize, Grenada, Guyana and Trinidad &amp; Tobago, provides a unique opportunity to address family violence as a major public health and development issue with significant ramifications at the individual, community and national levels. UNFPA, in collaboration with UNDP, UNICEF and UNWOMEN, has been addressing three key priority areas within Family Violence against women and girls in Jamaica through the Spotlight Initiative: (i) Child Sexual Abuse; (ii) Intimate Partner Violence; and (iii) Discrimination against vulnerable groups, since January 2020.</p> <p>Through a comprehensive approach, the Spotlight Initiative in Jamaica focuses on family violence through six key pillars: (i) developing and implementing relevant legislation and policies, (ii) strengthening national and sub-national institutions, (iii) preventing violence through evidence-based programmes and campaigns, (iv) establishing and strengthening essential services for victims and survivors, (v) ensuring the collection and use of prevalence and incidence data, and (vi) partnering directly with women’s movements and civil society.</p> <p>Within the delegated authority, in close collaboration with the already established UNFPA</p>

	<p>Spotlight team in Jamaica and under the supervision of the Deputy Director, the Consultant will:</p> <ul style="list-style-type: none"> <li>• Provide technical guidance to inform the selection of implementing partners for the Spotlight Initiative and identify capacity building needs of partners and support the coordination of technical assistance, mentoring, training and capacity development initiatives targeted to partners</li> <li>• Assist in the development and implementation of communication related activities of the Spotlight Initiative, supporting the office's initiatives, campaigns and special events and formatting for reports, proposals, assessments, fact sheets and situation reports</li> <li>• Manage the execution of and provide technical support to identified Spotlight activities under pillar 2, 3 and 4, in collaboration with PAHO and UNAIDS as well as UNWOMEN, UNDP and UNICEF</li> <li>• Provide substantive and analytical support to reports and documents produced by the Spotlight Implementing partners, Spotlight Coordination team and other UN agencies</li> <li>• Conduct or provide quality assurance to secondary data analyses for national and sub-regional advocacy and policy dialogue interventions</li> <li>• Provide sound evidence based information, data and best practice to enhance team-wide reporting, communications, innovation and knowledge management</li> <li>• Support EU relations and EU reporting requirements, and produce periodic updates and briefs on the country situation to be used by the Resident Coordinator, UNFPA and other stakeholders</li> <li>• Identify promising practices, technical expertise and strategic opportunities relating to Family violence in Jamaica and identify, develop and disseminate knowledge products, lessons learned and good practices</li> </ul>
Duration and working schedule:	The consultancy will cover a period of six months, 20 days per month
Place where services are to be delivered:	The consultant will work at the UNFPA Sub-regional Office based in Jamaica, but can work remotely
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	Delivery dates will be defined and monitored in consultation with the supervisor. Electronic reports, hard copies and knowledge transfer notes (as stipulated by the guidelines)
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	As per the established guidelines and in consultation with the supervisor. At the start of the consultancy, a work plan will be agreed with defined deliverables and delivery dates.
Supervisory arrangements:	The consultant will work under the supervision of the Deputy Director
Expected travel:	Yes, though only in case if consultant resides in Jamaica
Required expertise, qualifications and competencies, including language requirements:	<p>Required Degree Level: Master's degree</p> <p>Required Experience: 5 years</p> <p>Qualifications, skills, experience:</p> <ul style="list-style-type: none"> <li>• Advanced higher degree (Master's or equivalent) in a relevant area, Social Science, Gender Studies, International Development, Law, Human Rights, Political Science, International Relations, Peace and Conflict Studies, Communications or other related field.</li> <li>• At least 5 years of professional work experience in gender-based violence or gender equality programmes or other relevant programmes; experience with the GBV Essential Service Package is a very strong asset, as is experience in the field of sexual and reproductive health and rights and GBV with an emphasis on adolescents and youth;</li> <li>• Experience working in the UN or other international development organization is desirable;</li> <li>• Excellent oral and written skills; excellent drafting, formulation, reporting skills;</li> <li>• Accuracy and professionalism in document production and editing;</li> </ul>

- Excellent interpersonal skills; culturally and socially sensitive; ability to work inclusively and collaboratively with a range of partners, including grassroots community members, religious and youth organizations, and authorities at different levels; familiarity with tools and approaches of communications for development;
- Ability to lead formation of strategies and their implementation; to build and sustain effective partnerships with UN Agencies and main constituents, coordinate and advocate effectively, communicate sensitively across different constituencies; and to negotiate and interact with donors, identify and analyze trends, opportunities and threats to fundraising;
- Ability to work and adapt professionally and effectively in a challenging environment; ability to work effectively in a multicultural team of international and national personnel;
- Solid overall computer literacy, including proficiency in various MS Office applications (Excel, Word, etc.) and email/internet; familiarity with database management; and office technology equipment;
- Self-motivated, ability to work with minimum supervision; ability to work with tight deadlines; and
- Working experience in Jamaica would be a strong asset.

Competencies and values:

- Professionalism: demonstrated understanding of operations relevant to UNFPA; technical capabilities or knowledge relevant or transferrable to UNFPA procedures and rules; discretion, political sensitivity, diplomacy and tact to deal with clients; ability to apply good judgement; ability to liaise and coordinate with a range of different actors, especially in senior positions; where appropriate, high degree of autonomy, personal initiative and ability to take ownership; resourcefulness and willingness to accept wide responsibilities and ability to work independently under established procedures; ability to manage information objectively, accurately and confidentially; responsive and client-oriented;
- Integrity: demonstrate the values and ethical standards of the UN and UNFPA in daily activities and behaviours while acting without consideration of personal gains; resist undue political pressure in decision-making; stand by decisions that are in the organization's interest even if they are unpopular; take prompt action in cases of unprofessional or unethical behaviour; does not abuse power or authority;
- Teamwork and respect for diversity: ability to operate effectively across organizational boundaries; excellent interpersonal skills; ability to establish and maintain effective partnerships and harmonious working relations in a multi-cultural, multi-ethnic, mixed-gender environment with sensitivity and respect for diversity; sensitivity and adaptability to culture, gender, religion, nationality and age; commitment to implementing the goal of gender equality by ensuring the equal participation and full involvement of women and men in all aspects of UN operations; ability to achieve common goals and provide guidance or training to colleagues;
- Commitment to continuous learning: initiative and willingness to learn new skills and stay abreast of new developments in area of expertise; ability to adapt to changes in work environment.
- Planning and organizing: effective organizational and problem-solving skills and ability to manage a large volume of work in an efficient and timely manner; ability to establish priorities and to plan, coordinate and monitor (own) work; ability to work under pressure, with conflicting deadlines, and to handle multiple concurrent projects/activities;
- Communication: proven interpersonal skills; good spoken and written communication skills, including ability to prepare clear and concise reports; ability to conduct presentations, articulate options and positions concisely; ability to make and defend recommendations; ability to communicate and empathize with staff (including national staff), military personnel, volunteers, counterparts and local interlocutors coming from very diverse backgrounds; capacity to transfer information and knowledge to a wide range of different target groups;
- Flexibility: adaptability and ability to live and work in potentially hazardous and remote conditions, involving physical hardship and little comfort; to operate independently in austere environments for protracted periods; willingness to travel within the area of operations and to transfer to other duty stations within the area of operations as necessary;

Language skills:

- Fluency in spoken and written English is required

	<ul style="list-style-type: none"><li>• Working knowledge of Jamaican Creole is an advantage</li></ul>
Other relevant information or special conditions, if any:	The consultant will be paid an amount that will be agreed in the letter of intent.