



Spotlight Initiative
To eliminate violence against women and girls

Initiated by the European Union and the United Nations:



Terms of Reference	
Essential Services Package Community of Practice Coordinator	
Hiring Office:	United Nations Population Fund (UNFPA), Sub Regional Office for the Caribbean (SROC)
Background:	<p>Guided by the principle of leaving no one behind and a human rights-based approach, the Spotlight Initiative, a global and multi-year partnership between the European Union and the United Nations, represents an unprecedented global effort to invest in gender equality and women’s empowerment as a precondition and driver to achieve the Sustainable Development Goals. Through this effort, the aim is to eliminate Violence Against Women and Girls (VAWG)¹, the population most at risk of and disproportionately affected by all acts of Gender Based Violence (GBV)².</p> <p>GBV, in particular VAWG, is one of the most widespread, persistent and devastating human rights violations. It is estimated that globally, one in three women and girls will experience some form of GBV in their lives. GBV is a public health issue that has taken pandemic proportions, and it tends to dramatically increase during periods of instability as well as humanitarian emergencies.</p> <p>In the Caribbean, particularly, “domestic and family violence is a complex concept as violence might take place in formal and informal settings, as well as intimate relationships within different households. Family relationships may involve previous and current partners or siblings and half-siblings who do not live in the same household”³. Women and girls living with disabilities, sex workers, migrants/refugees, indigenous communities and individuals identifying as LGBTQI, are increasingly at risk of experiencing GBV, and are often indirectly excluded from lifesaving service provision, leaving them even more vulnerable and unprotected. It is not possible to calculate or estimate the prevalence or incidence rates of GBV, because there are extreme levels of under-reporting, and</p>

¹ “Any act of GBV that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women (...) it is a manifestation of historically unequal power relations between men and women, which have led to the domination over and discrimination against women by men and to the prevention of the full advancement of women”, *The Declaration on the Elimination of Violence against Women, 1993*

² “GBV is an umbrella term for any harmful act that is perpetrated against a person’s will, and that is based on socially ascribed (gender) differences between males and females. It includes acts that inflict physical, sexual or mental harm or suffering, threats of such acts, coercion, and other deprivations of liberty. These acts can occur in public or in private.” *IASC, Guidelines for the Integration of GBV in Humanitarian Action, 2015*

³ Spotlight Initiative, Terms of Reference, 2017



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reporting systems tend to focus only on verified incidents of sexual violence mainly, which would be an under-representation of the variety of forms in which survivors experience violence.

The Caribbean is particularly vulnerable to humanitarian emergencies, being especially prone to natural disasters, such as flooding, hurricanes and earthquakes, being seasonal occurrences in most areas and compounded by the current COVID-19 Pandemic. Aside from the devastating effects and increased GBV risks for the most vulnerable individuals in the country, humanitarian emergencies also force individuals to flee outside and/or within their countries. As such, several countries in the region are directly impacted by large influxes of refugees and migrants, fleeing domestic humanitarian emergencies. Which ultimately highlights that adopting a strong humanitarian-development nexus approach⁴ to preventing and responding to GBV, including VAWG, is particularly important to the region.

The Caribbean Community (CARICOM) counts on fifteen Member States and Five Associate Members, and all of them have dedicated domestic violence legislation and laws that advance child protection. Many of them have drafted national plans and strategies to address GBV, where ending domestic and family violence is identified as a priority. In spite of the progress made thus far, an increasing number of survivors of GBV, including those experiencing intimate partner violence, do not report incidents to the police nor access services available to protect them. The latter is compounded by a number of reasons, some particular to specific contexts, but all of them rooted in profound gender inequalities impeding access to quality services offering survivor-centered care and protection, where respect, safety, confidentiality and non-discrimination are prioritized.

The thematic focus of the Spotlight Initiative in the Caribbean is the reduction of family violence, which is also a form of GBV, particularly affecting women and girls. It is currently being implemented in Belize, Grenada, Guyana, Haiti, Jamaica and Trinidad & Tobago. However, the regional Spotlight Initiative Programme will benefit both Spotlight implementers and non-implementers, with the aim of advancing regional advocacy efforts with CSO networks, transferring lessons learned and engaging in south-south triangular cooperation, addressing specific regional challenges that impede progress in the prevention and response to GBV, particularly VAWG and family violence.

Specific to this position is pillar 2 of the Regional Spotlight Initiative Programme,

⁴ OECD, 2020. DAC Recommendation on the Humanitarian-Development-Peace Nexus, OECD/LEGAL/5019



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	<p>under which “regional and sub-regional systems and institutions plan, fund and deliver evidence-based programmes that prevent and respond to VAWG, including family violence, including in other sectors”⁵. Based on the programme’s theory of change, institutions will be able to develop, coordinate and implement programmes aimed at and/or integrating a component to contribute to the elimination of VAWG, upholding a survivor-centered approach and the GBV Guiding Principles of safety, confidentiality, respect and non-discrimination, if relevant decision makers and stakeholders are informed, mobilized, and have strengthened capacities to prevent and respond to VAWG. The process will allow for regional and subregional bargaining processes and coordination to be effective, and for adequate budget allocations to be ensured. As such, “institutional change requires appropriate capacity, adequate funding as well as political engagement and leaderships to sustainably address VAWG”⁶.</p> <p>Among other deliverables within the regional programme of the Spotlight initiative, the United Nations Population Fund (UNFPA) is responsible for delivering results within output 2.1, referring to activity 2.1.3, specific to the creation of a Regional Community of Practice (CoP) to promote exchanges, cooperation and learning under the framework of the Essential Service Package with an overall additional focus on the Minimum Standards for GBV in Emergencies Programming, that will ensure a humanitarian-development nexus approach. The ESP CoP is going to be co-chaired between CARICOM and UNFPA, for its first year of implementation. After which, the final arrangements will be endorsed by members of the CoP.</p>
<p>Purpose of the consultancy:</p>	<p>Under the overall supervision of UNFPA’s Deputy Director and in close working relationship and technical direction from the Regional GBV Specialist, the incumbent will facilitate and coordinate the launch and operationalization of the ESP CoP, in collaboration with CARICOM’s Gender Desk representative.</p> <p>The ESP CoP Coordinator will support CARICOM in defining priorities to inform an intersectoral capacity building strategy at regional and national levels, to improve policies and programmes linked to the prevention and response to GBV. Her/his work will contribute to the ESP CoP to become the backbone for technical support, assistance and cooperation, for regional and national partners to adopt a common approach in the response to GBV.</p> <p>The overall purpose of this position is going to be key in ensuring coordination among key regional institutions responsible for implementing the ESP, responding to humanitarian emergencies, developing GBV-related policies and programmes, and enhancing a humanitarian-development nexus approach.</p>

⁵ Spotlight Initiative Regional Programme Document, Caribbean, 2020

⁶ Idem



Scope of work:

(Description of services, activities, outputs)

ESP CoP Coordination:

- Co-facilitate regular ESP CoP Meetings and formal exchanges across the English and Dutch Speaking Caribbean region. Including preparing documentation, facilitating presentations, and compiling minutes and reports as needed.
- Promote results-oriented and two-way communication channels between regional institutions and representatives of relevant sectors of work, as well as national gender machineries and other UN Agencies through the CoP mechanism.
- Proactively engage with all relevant stakeholders to ensure coordination efforts among sectors of work (health, police, justice, social services and possibly education) with a clear and targeted understanding of their role in preventing and responding to GBV.
- In collaboration with relevant stakeholders, identify appropriate mechanisms to enhance a humanitarian-development nexus approach in the establishment and implementation of the ESP CoP, adhering to international standards of work.
- Support CARICOM in developing relevant documentation for the functioning of the ESP CoP (such as general Terms of References (ToR), Standard Operating Procedures (SOP)).

Strategic Planning and capacity development

- Work with CARICOM and ESP CoP members to finalize a work plan for the CoP, informed by the results and data collected through the inception workshop.
- Facilitate the rapid development and establishment of the ESP CoP SOPs, informed by the GBV referral pathways developed in most countries, and reflecting roles and responsibilities as well as SOPs for each sector regarding a regionally standardised response to GBV, including contingency planning for emergency response, in collaboration with GBV technical specialists in SROC.
- In collaboration with the consultant hired to conduct an ESP implementation and progress study, map current regional and national institutional capacity to prevent and respond to GBV, as well as a capacity development plan supported by CARICOM.
- Work with the ESP CoP consultant hired to develop the website, in ensuring the website clearly reflects the role of the CoP and includes a space for virtual knowledge enhancement and development.

Monitoring & Evaluation:

- In close collaboration with CARICOM and members of the ESP CoP, develop a monitoring and evaluation plan, including a project framework for the CoP and reporting mechanisms on activities and results.



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	<p>Advocacy:</p> <ul style="list-style-type: none">- Advocacy in regional/subregional meetings to obtain support from the Caribbean countries for the promotion of coordinated and multisectorial response/ESP
Duration and working schedule:	The duration of this consultancy is for 5 months, on a flexible part-time schedule
Location and expected travel:	Home based, adhering to Georgetown, Guyana's time zone for meetings and consultations.
Delivery dates and modality:	Deliverables and delivery dates will be defined and monitored in consultation with the supervisor.
Supervisory arrangements:	The consultant will work under the supervision of the Deputy Director.
Required expertise, qualifications and competencies:	<ul style="list-style-type: none">• Advanced degree in social work or other social sciences, public health, community health, international relations, international law, human rights or related field.• 7-10 years of experience working on gender-based violence, of which 4 are at the international or regional level, in both development and humanitarian contexts.• Experience leading inter-agency coordination mechanisms with a wide range of stakeholders. Demonstrable knowledge of the critical components to facilitate effective inter-agency and institutional coordination, preferably in the Caribbean region.• Demonstrable knowledge of the ESP and GBViE Minimum Standards.• Experience designing and managing GBV programmes and coordination efforts.• Extensive experience in and understanding of the Caribbean region and its coordination mechanisms. Ideally a person from the region.• Proficiency in English and in other official languages or the UN required/desirable.
Other relevant information or special conditions, if any:	The consultant will be paid an amount to be agreed upon in the letter of intent.