

<b>TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT</b>	
<b>Title: GBV Coordinator</b>	
<b>Hiring Office:</b>	<b>Sub-regional Office for the Caribbean (SROC)</b>
<b>Purpose of consultancy:</b>	<p>The socio-economic emergency in Venezuela has led to the outflow of an estimated 3.4 million Venezuelans into neighboring countries and beyond<sup>1</sup>. According to UNHCR, the number of arrivals in neighboring states had steadily increased to 5,000 a day as of early 2018<sup>2</sup>. A significant number remain in an irregular situation that makes them vulnerable to exploitation, extortion, exactions, violence, trafficking, sexual abuse, recruitment, and discrimination and xenophobia, especially in insecure border areas where criminal and armed groups operate.</p> <p>The increase in mixed flow migration from Venezuela has surpassed the capacity of public institutions to respond in multiple countries. The need for predictable legal status, documentation, shelter, access to health care and other basic and protection services is acute and necessary. Receiving communities are themselves coming under increasing strain, which can undermine peaceful coexistence and feed manifestations of discrimination and xenophobia.</p> <p>The search for economic options, partial or complete family separation, changes in conditions and roles, barriers in social assistance and exposure to higher risks of sexual violence and other forms of gender based violence, including violence perpetrated by armed groups and traffickers, have created a situation of special need and vulnerability for women and girls. These needs require a protection response, with a gender focus, from the regional, national and local level.</p> <p>Estimates suggest that 36,600 Venezuelans and Guyanese returning from Venezuela have settled in Guyana and require humanitarian assistance (food and shelter), community-based support and protection. In addition, there are individuals who cross the border from Venezuela into Guyana on a temporary basis to seek medical care, purchase food and other supplies (pendular movement), as well as an unknown number of Venezuelans entering Guyana to work periodically in mining and other industries. Guyana possesses limited capacity to absorb a large influx of Venezuelans and to provide adequate services and assistance, including GBV services, as the country also has to make these provisions for its community of Guyanese returnees. The Ministry of Home Affairs is registering and processing arrivals at official and informal land crossing or ports of entry points. However, their capacity to respond to the influx of Venezuelans and Guyanese returnees is challenged by lack of resources.</p> <p>A UNFPA led inter-agency GBV assessment mission took place from 8 to 14 November, 2019. Focus group discussions and key informant interviews were conducted with Venezuelan women and men living in Georgetown, region 1</p>

<sup>1</sup> International Organization for Migration (IOM). Migration Trends in the Americas. Bolivarian Republic of Venezuela. April 2018  
<sup>2</sup> UNHCR Venezuela Situation Supplementary Appeal January-December 2018

	<p>and region 7. Serious protection risks and lack of services were identified. Many of the women reported having been exposed to GBV, discrimination and xenophobia. Due to a lack of trust in the police, fear to be detained and a prevalent “machismo” culture in the country, these incidents tend to go unreported. Lack of accurate information on services available and the procedures to regularize their migration status in Guyana was highlighted. From the assessments, it was concluded that the existing capacity to respond and prevent GBV in Guyana is very limited and therefore there is an urgent need to strengthen such capacity.</p>
<p><b>Scope of work:</b>  <i>(Description of services, activities, or outputs)</i></p>	<p>The role of the GBV Coordinator will be to support UNFPA in scaling up the response to the needs of refugees and migrants from Venezuela in Guyana. S/he will be supervised by the Liaison Officer for Guyana and will get direct technical guidance from the GBViE Specialist and GBViE Sub-Sector Coordinator at the Sub Regional Office for the Caribbean. S/he will:</p> <ul style="list-style-type: none"> <li>• lead the implementation of the UNFPA project, that is funded by the Canadian Government, to address the SRHR and GBV prevention and response needs of the Venezuelan migrants and refugees in Guyana as well as members of the local host populations [which are comprised largely of Guyana’s Indigenous Peoples];</li> <li>• lead the national GBV Working Group, under the R4V platform;</li> <li>• ensure a robust planning and implementation of the UNFPA Canadian funded project in Guyana, UNFPA GBV prevention and response in Guyana, and a well-functioning GBV coordination mechanism that promotes the highest standards of GBV prevention and response, in line with global standards and the GBV Area of Responsibility;</li> <li>• support the monitoring of interventions of current and new UNFPA Implementing Partners in the provision of services for women and girls at risk of GBV as well as survivors of GBV;</li> <li>• assess UNFPA’s partners’ learning needs and develops subsequently a capacity development strategy to respond to the gaps in knowledge identified;</li> <li>• support the implementation of a multi-sectoral GBV programme response, ensuring the provision of accessible, confidential, survivor-centered services to address GBV, including humanitarian-development nexus approaches.</li> </ul> <p>The Officer will be expected to work five-day work weeks.</p>

<b>Duration and working schedule:</b>			
		<b>Activity</b>	<b># of Working Days</b>
	1	<p>Support to GBViE Specialist and GBViE Sub-Sector Coordinator, including on the job training</p> <ul style="list-style-type: none"> <li>• Support activities under the UNFPA Emergency Fund request and the Regional Platform</li> <li>• Support trainings on safe identification and referral of GBV survivors, and development of the referral pathway</li> </ul>	242
2	<p>Lead UNFPA GBV response for Venezuela</p> <ul style="list-style-type: none"> <li>• Lead implementation of UNFPA's Canadian funded project in Guyana.</li> <li>• Co-lead the national GBV Working Group, established under the R4V platform</li> <li>• Attend all GBV-related meetings addressing the Venezuelan response in Guyana as well as the National Task Force for the Prevention of Sexual Violence by the Ministry of Social Protection (subject to the approval of the Ministry of Social Protection). Maintain relationships with relevant partners to improve service access for GBV survivors.</li> <li>• Undertake visits to regions 1, 7, 8, and 9 for Focus Group Discussions awareness raising, training, and meeting with partners whenever cleared, considering COVID-19 restrictions.</li> <li>• Support the monitoring of new GBV Implementing Partners in the provision of services for survivors and women and girls at risk of GBV.</li> <li>• Assess UNFPA's partners' learning needs and craft a capacity development strategy to respond to the gaps in knowledge identified.</li> <li>• Monitor and report on commitments achieved under the UNFPA Canadian funded project: support implementing partners to utilize appropriate monitoring and reporting tools.</li> <li>• Assist in reporting (of key activities and the monthly project as well as platform report) and implementation of key follow-up activities.</li> </ul>	242	
<b>Place where services are to be delivered:</b>	The GBV Coordinator is expected <i>in principle</i> to work from the UNFPA Guyana Liaison Office.		

<b>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</b>	<p>The GBV Coordinator is expected to submit the following deliverables in accordance with the time frame listed. The deliverables must be submitted in English in an electronic format to UNFPA. The deliverables will be the property of UNFPA and shall not be used without prior written authorization.</p>										
		<table border="1"> <thead> <tr> <th></th> <th><b>Deliverables</b></th> <th><b>Due Dates</b></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Monthly reports: Detailing achievements, challenges, and planned activities of each specified period, in keeping with Work Plan</td> <td>Monthly</td> </tr> <tr> <td>2</td> <td>Final report: Final achievements, lessons learned - constraints and facilitating factors, and recommendations</td> <td>End of last month of service</td> </tr> </tbody> </table>		<b>Deliverables</b>	<b>Due Dates</b>	1	Monthly reports: Detailing achievements, challenges, and planned activities of each specified period, in keeping with Work Plan	Monthly	2	Final report: Final achievements, lessons learned - constraints and facilitating factors, and recommendations	End of last month of service
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<b>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</b>	<p>Weekly supervisory meetings at agreed times, to provide strategic support and monitoring of the progress of implementation of the consultancy will be held with the GBV Coordinator by the Guyana Liaison Officer and the GBViE Sub-Sector Coordinator.</p> <p>The GBV Coordinator will provide reports in line with agreed supervisory and monitoring arrangements.</p>										
<b>Supervisory arrangements:</b>	<p>The GBV Coordinator will be supervised by the UNFPA Guyana Liaison Officer. S/he will be required to complete all tasks in a structured manner and in accordance with the timeline specified in the Work Plan.</p>										
<b>Expected travel:</b>	<p>Domestic travel to Administrative Regions 1, 7, 8, and 9 will be necessary and will be arranged according to UNFPA Policy and Procedures.</p>										
<b>Required expertise, qualifications and competencies, including language requirements:</b>	<ul style="list-style-type: none"> <li>• <b>Fluency in English is required</b></li> <li>• First level university degree with specialization in areas such as social work, public health, gender, law/human rights, international relations, and/or other related social science disciplines</li> <li>• Two years' experience working in social service provision (or 5 years with associates level degree)</li> <li>• Experience and knowledge in project management and excellent writing skills</li> <li>• Strong computer skills (Microsoft office)</li> <li>• Previous experience working with survivors of GBV</li> <li>• Familiarity with key initiatives to prevent GBV</li> <li>• Experience working with NGO and government ministries is desired</li> </ul>										

<p><b>Inputs/ services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</b></p>	<p>UNFPA Guyana Liaison Office will make office equipment and resources (such as printer, internet, telephone, stationery) available for use by the GBV Coordinator to conduct his/her tasks. S/he will be expected to have a laptop and phone. Access to internet will be provided by UNFPA</p> <p>The GBV Coordinator will be expected to interact virtually and physically, as deemed appropriate under COVID-19 restrictions, with relevant stakeholders.</p>
<p><b>Other relevant information or special conditions, if any:</b></p>	<p>The GBV Coordinator will be paid an amount monthly as agreed in the Letter of Intent and Contract, upon submission and acceptance of deliverables.</p>