



TERMS OF REFERENCE (TOR)

GOVERNMENT OF GRENADA-MINISTRY OF FINANCE BASIC NEEDS TRUST FUND – TENTH PROGRAMME CYCLE

CONSULTANCY FOR GENDER SENSITIZATION TRAINING

A. BACKGROUND

The Basic Needs Trust Fund (BNTF) is a poverty reduction Programme of the Caribbean Development Bank (CDB) with ten participating borrowing member countries, which includes Grenada. Its mission is “To be a community development Programme that supports education, water & sanitation, community access & drainage, and economic activities; through skills training, organizational development, infrastructure, and services”. The BNTF Programme seeks to provide resources to poor communities to improve access to basic infrastructure services, provide temporary employment, enhance economic activity through skills enhancement; and reduce beneficiaries’ economic and social vulnerability to risks that impact on income and well-being.

Active engagement with the community is a priority for the Programme. The BNTF project in Grenada is executed by the Government of Grenada (GOG), Ministry of Finance through an Implementing Agency (IA), which is the BNTF Office. The BNTF Programme now seeks to hire a Consultant with expertise in gender and development to deliver training to beneficiaries of BNTF 10 Sub-projects to improve programme delivery and results. Applications are invited from suitably qualified persons to fill the position of **Training Consultant**.

B. GOAL & OBJECTIVE:

The overarching goal of the consultancy is to provide beneficiaries of BNTF through training with the necessary tools and skills to increase their overall understanding of gender equality and social inclusion, to ensure inclusion of target groups and those groups equal access and control over the benefits of the Programme.

The Objectives of the training sessions are to sensitize the participants about:

1. Distinguishing between sex and gender,
2. Understanding the social construction of gender, historical context of gender roles,

3. Examining the agents of socialization that create and maintain gender bias stereotyping,
4. Addressing stereotypes and inequalities to end gender-based violence,,
5. Learning how to apply gender analysis for texts, songs, and other social media, AND
6. Identifying and tackling gender bias in curriculum materials.

C. SCOPE OF CONSULTANCY SERVICES

The Consultant(s) will be responsible for:

- a) Development and submission of a proposal inclusive of budget and training outline/plan and plan for implementation of training considering the COVID-19 pandemic.
- b) Development and provision of training materials including printouts, case studies and PowerPoint presentations.
- c) Collaboration with the M&E and Technical Units to ensure successful implementation of training contents.
- d) Conducting pre and post evaluation assessment of training participants.
- e) Preparation and submission of an Evaluation Report of the training within 3 days of completion of the training activities.

Training methodology:

The training will include, but not limited to the following:

- a) Overview of the basic concepts of sex, gender equality, gender equity, gender identity, gender-based violence, gender roles, gender stereotypes, social inclusion and how it applies to development and programming.
- b) Provide in-depth understanding of gender and social inclusion issues, utilizing local examples.
- c) Outline the basic frameworks and tools for gender analysis.
- d) Train participants in the application of practical gender analysis tools for mainstreaming gender in programme, projects, and operations work.
- e) Utilizing one or two case studies, assess if gender considerations are adequately integrated in Project/Programmes.
- f) Provide participants with tools and methodologies that they can use in their day-to-day programming/operations.

Expected results:

By the end of the training participants should:

- i. Develop a clear understanding of gender concepts, gender analysis and its usefulness in programming/operations.
- ii. Be equipped with knowledge and skills on how to mainstream gender in programmes at all levels of programming and in operations.

D. SKILLS & KNOWLEDGE OF CONSULTANT

The consultant(s) should have appropriate professional and academic qualifications.

Qualification/Education:

- i. Advanced University Degree (minimum bachelor's degree in Gender Studies, Development Studies, Social Sciences, or other related fields)

Experience and Skills:

- i. At least three to five years of experience in Gender and Development, management of Gender Equality programmes, experience with gender mainstreaming and women & men's empowerment policies/projects/programmes; knowledge of gender equality and social inclusion at the institutional level.
- ii. At least three to five years of experience in planning, design, preparation, and delivery of gender equality strategies, action plans and projects.
- iii. Experience and/or understanding of systems, frameworks, and structures particularly those related to gender equality and empowerment of men and women both in programmes and operations.
- iv. Knowledge of gender related issues affecting men and women specifically to the Caribbean as well as Grenada.
- v. Experience in implementation of Gender Equality and Gender Mainstreaming Trainings for Programme/Project delivery.

Personal skills: Managerial and administrative skills coupled with comprehensive field knowledge, documentation, and presentation skills. Excellent oral and written communication skills.

E. DURATION OF CONSULTANCY:

The duration of the training will be for two (2) days.

F. NUMBER OF PARTICIPANTS:

- i. **BNTF beneficiaries:** 60 persons (males = 11; females = 49)

G. CONTRACTUAL AGREEMENT, LOGISTICS AND SUPERVISION

The Consultant will be hired under GOG MOF-BNTF terms of contract and supervised by the Technical Unit solely for the purpose of delivering the above outputs, within the agreed time frame. BNTF's Technical Unit shall provide necessary support to the Consultant to execute the assignment during the duration of the consultancy.

H. PAYMENT SCHEDULE

The Consultant's payment shall be based on the financial proposal developed for this consultancy in accordance with the agreed contract deliverables.

The expected start date of the Consultancy is **September 15, 2022**, and end date **September 16, 2022**.

Payment shall be made in three (3) installments of:

- 20% - upon submission and approval of Training Plan;
- 50% - upon completion of the two-day training activities; and
- 30% - upon submission of the Evaluation Report.

I. COPYRIGHT AND INTELLECTUAL PROPERTY RIGHTS

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J. INSTITUTIONAL AND ORGANISATION ARRANGEMENT

The Consultant will report to BNTF through the Project Manager to deliver the service efficiently.

The expected start date of the Consultancy is **Thursday September 15, 2022**.

The deadline for submission of Expressions is no later than **4:00 PM on Friday July 22, 2022** and can be sent to:

Email: bntfgrenadapm@gmail.com

By Post:

**Ms. Najar Andall
Project Manager
Basic Needs Trust Fund (BNTF)
Rural Development Unit
GCNA Building Complex
Kirani James Boulevard,
ST GEORGE**

For further information, please:

Telephone/call: (473) 435-6802/6803