REQUEST FOR EXPRESSIONS OF INTEREST
FOR INDIVIDUAL CONSULTANCY SERVICES – GENDER AND POLICY EXPERT

Immeuble CCIA, Avenue Jean Paul II, 01 BP 1387, Abidjan 01 Cote d’Ivoire
Gender Women and Civil Society Department (AHGC)
E-mail: r.ijimbere@afdb.org Telephone: +22520264246

Title of the assignment: Gender and Policy Expert Consultant

Brief description of the Assignment: The Gender and Policy Expert Consultant will support the Gender and Women’s empowerment Division (AHGC1) in all activities relating to the Bank’s Gender and Policy Dialogue workstream, with a focus on fragile contexts. Within this context, the Consultant will support the Bank’s efforts to promote women’s economic empowerment and participation.

Department issuing the request: Gender, Women and Civil Society Department (AHGC)

Place of assignment: Abidjan, Côte d’Ivoire

Duration of the assignment: 6 months

Tentative Date of commencement: 10 March 2020

Deadline for Applications: 5 March 2020

Applications to be submitted to r.ijimbere@afdb.org and m.koffi@afdb.org

Any questions and requests for clarifications may be sent to: r.ijimbere@afdb.org and m.koffi@afdb.org
TERMS OF REFERENCE FOR THE RECRUITMENT OF AN INDIVIDUAL
CONSULTANT IN GENDER AND POLICY

Background:

The African Development Bank (AfDB) is the premier multilateral development finance institution fostering economic growth and social progress in Africa. The AfDB’s primary goal is to reduce poverty and improve the living standards of all Africans by mobilizing resources in and outside Africa. The Bank is dedicated to tackling the full complexities and challenges of development on the continent by providing financial and technical assistance to development projects and programs in regional member countries. It has integrated operations of lending directly to the public and private sectors through a variety of financing instruments as well as providing advisory services.

The Gender, Women and Civil Society Department is under the Agriculture, Human and Social Development Complex. The main objective of the Complex is to deliver on Bank’s Ten Year Strategy High 5s priority of “Feed Africa” and “Improve Quality of Life for the People of Africa”. Furthermore, “Improve Quality of Life for the People of Africa” is operationalized with a focus on Gender, Women and Civil Society.

The role of the Division Gender and Women Empowerment (AHGC1) is to provide strategic guidance on gender, women’s empowerment work in the Bank including building relationships with development partners & other alliances at global level to advance the gender work; center of excellence for incubation and innovation and scale up new gender projects. AHGC1 also intends to strengthen readiness review process to ensure quality at entry of projects by monitoring & reporting (collection of gender data, statistics analysis, impact evaluation, and capacity building for monitoring and evaluation). In addition, the Division provides the Bank with technical knowledge for strategic implementation of the High5s from a gender, women’s empowerment lens and anchors as the secretariat for the Bank-wide gender Oversight Committee, chaired by the Senior Vice President with membership across sectors and regions to ensure full integration of gender across all projects.

Objectives of the Assignment:

The focus of this consultancy is to support AHGC1 in all activities relating to the Bank’s Gender and Policy Dialogue workstream, with a focus on fragile contexts. Within this context, the Consultant will support the Bank’s efforts to promote women’s economic empowerment and participation.

More specifically, the Consultant will assist the Division on these following key activities:

(i) Support the acceleration of the humanitarian-development nexus through a gender lens, with the responsibilities, inter alia, to:
a. Raise awareness across the Bank and ensure the priority the Bank attaches to gender equality is understood and collectively shared across policy activities and projects in Transition States;
b. Support the Bank in mobilizing internal and external stakeholders to support the Bank’s gender equality initiatives and efforts in transition countries;
c. Support in coordinating the Bank’s participation in gender-related policy activities internally and externally;

(ii) Assisting the Gender Division in its effort of Gender Mainstreaming in Bank’s operations through the preparation of Gender Profiles

(iii) Support the advantageous positioning and influence in RMCs, policy reforms and other related networks with influence on women’s economic empowerment and participation in the AfDB’s engagement with financing for fragile contexts.

(iv) Conduct studies, produce reports and background/position papers and blogs on a range of issues relating to women’s economic, social and political participation in the regional member countries – with a focus on fragile contexts, and collecting and synthesizing best practices;

(v) Provide support on routine assignments on gender and policy dialogue, and provide the relevant technical inputs for the proposals/documents being prepared by departments as required.

(vi) Support in developing mutually reinforcing partnerships within and outside the Bank as related to gender and policy;

(vii) Conduct policy analysis and research;

**Duties and responsibilities:**

- Support the gender department in processing and implementing the AfDB-ICRC TSF Pillar III funded project “Economic Empowerment of Vulnerable Women in Mali, Niger and Chad”.
- Contribute to the preparation of gender profiles reports, with a focus on transition countries, to inform the Bank’s Country Strategy Papers (CSP) and Regional Integration Strategy Papers (RISP);
- Contribute to the Affirmative Finance Action for Women in Africa (AFAWA) Policy Dialogue strategy and implementation activities;
- Contribute to gender related knowledge products on G5 Sahel countries (including country gender profiles, country policy briefs etc.) that lead to policy dialogue with a particular emphasis on fragile environments; These products should inform the Sahel regional integration strategy and help prepare budget support initiative as well as poly reforms;
- Provide support to AHGC in preparing the study on Demographic Dividend (DD) and the Return on Investment (ROI) in girls and women’s empowerment and rights in Sahel countries;
• Develop, edit and publish contents on strategic information materials on Gender Data, Policy Dialogue and Fragility for advocacy purposes, including press releases, blogs, reports;
• Support gender mainstreaming in the Bank’s new fragility strategy;
• Support in elaboration of policy dialogue strategy on the Bank’s gender equality agenda;
• Perform any other tasks as assigned by the Manager of the Division Gender and Women Empowerment (AHGC1).

Selection criteria:

• A Master’s level degree program (Development Studies, Gender, Statistics, Social Sciences, Economics or related field);
• A minimum of 5 years of relevant professional experience, with experience in gender, policy dialogue and fragility;
• Proven experience in research and coordination of knowledge dissemination, particularly on women’s issues on the African continent;
• Experience in advocacy, policy positioning and partnerships / resource mobilization experience working with international organizations is an asset;
• Perfect knowledge of the Bank’s official languages: French and English;

Duration and location of the assignment:

This position is based in Abidjan, Côte d’Ivoire and the consultant will be expected to travel. Field mission might occasionally be required. This is a six (6) month consultancy, beginning on the 10th March 2019, with the possibility of renewal subject to the availability of funding.

Remuneration:

The consultant will receive a monthly lump sum. No additional benefits or per diems will be paid. The consultant is responsible for his/ her own health insurance and accommodation costs. The Bank will cover full costs of any required missions and provide per-diem in accordance with rules governing consultant mission travel.

Administration/Reporting:

The Consultant will submit monthly reports detailing the activities carried out and the status of each activity. S/he will formally report to the Principal Statistician Economist on Gender.

Eligibility

The position is open to nationals of one of the Bank Group’s Member Countries of the African Development Bank. Interested applicants are encouraged to send an updated Curriculum Vita.
Title of the Assignment: 
Department: 
Surname: First Name: 
Birth Date: Nationality: 
Address: Country: 
Telephone: E-mail:

Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc.° employed in the African Development Bank? 
Yes ____ No ____
If «Yes», the following data must be provided

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
<th>Organisation Unit</th>
<th>Place of Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Language Level

<table>
<thead>
<tr>
<th></th>
<th>Read</th>
<th>Written</th>
<th>Spoken</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>Fair</td>
<td>Good</td>
<td>Fair</td>
</tr>
<tr>
<td></td>
<td>Good</td>
<td>Excellent</td>
<td>Good</td>
</tr>
<tr>
<td></td>
<td>Excellent</td>
<td></td>
<td>Excellent</td>
</tr>
<tr>
<td>French</td>
<td>Fair</td>
<td>Good</td>
<td>Fair</td>
</tr>
<tr>
<td></td>
<td>Good</td>
<td>Excellent</td>
<td>Good</td>
</tr>
<tr>
<td></td>
<td>Excellent</td>
<td></td>
<td>Excellent</td>
</tr>
<tr>
<td>Other (specify)</td>
<td>Fair</td>
<td>Good</td>
<td>Fair</td>
</tr>
<tr>
<td></td>
<td>Good</td>
<td>Excellent</td>
<td>Good</td>
</tr>
<tr>
<td></td>
<td>Excellent</td>
<td></td>
<td>Excellent</td>
</tr>
</tbody>
</table>

Key Qualifications:

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilize one half-page maximum.

Education (University Level and above only):

<table>
<thead>
<tr>
<th>Name of University - City - Country</th>
<th>Period</th>
<th>Diploma Obtained</th>
<th>Main Topic / Major</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From</td>
<td>To</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Professional Training:

<table>
<thead>
<tr>
<th>Name of Training Institution-City-Country</th>
<th>Type of Training</th>
<th>Period From</th>
<th>Period To</th>
<th>Certificates or Diploma Obtained</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Employment Record:

Begin with your most recent employment. For each job since your Master Degree achievement, please indicate:
- Name of the Employer
- Type of Activity/Business of the Employer
- Title / Function
- Place of Employment
- Brief Description (three lines maximum) of main accomplishments and responsibilities

Reference:

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

I hereby certify that the responses which I provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statements which I made in this application.

Date: ____________

Signature: