



## TERMS OF REFERENCE

<b>Title</b>	<b>Hire a consultant to coordinate the preparatory activities that will inform Monitoring of gender responsiveness in Local Government Elections</b>
<b>Client</b>	<b>Gender Monitoring Office (GMO)</b>
<b>Location</b>	<b>Kigali</b>

### 1. Introduction and background

The Government of Rwanda has demonstrated an unprecedented strong political-will in the promotion of gender equality. National and international gender equality commitments have been translated into the adoption of policy and legal frameworks which include but are not limited to a the gender responsive Constitution of the Republic of Rwanda of 04<sup>th</sup> June 2003 as revised in 2015, various gender sensitive laws, Vision 2020, NST1, the National Gender Policy as well as various national strategies and plans, etc. All these frameworks consider gender equality as a prerequisite to the achievement of equitable and sustainable development for women and men, girls and boys.

In addition to the legal and policy frameworks, the Government of Rwanda has also established institutional frameworks which include Ministry of Gender and Family promotion, the National Women Council and the Gender Monitoring Office. These institutional settings lay a solid ground for the promotion and accountability to gender equality.

The Constitution of the Republic of Rwanda of 4<sup>th</sup> June 2003 as revised in 2015 mainly consecrates the principle of equality in rights and duties for all Rwandans and equality before the law. Equality of all Rwandans and between women and men is especially reflected in the constitutional fundamental principles in its Article 9, paragraph 4 by ensuring that women are granted at -least thirty per cent of positions in decision making organs. This commitment is based on the consideration that gender equality is a pre-requisite to achieve inclusive and sustainable development.

From a policy perspective, the 2012 National Decentralization Policy<sup>1</sup> recognizes gender equality and social inclusiveness as a principle in protecting gender differentiated interests and needs and in providing equal opportunities to participate in governance and development activities at all levels.

<sup>1</sup> The National Decentralization Policy - MINALOC 2012

To ensure that Gender equality principles are translated into action, the Government of Rwanda through the Constitution mandated Gender Monitoring Office to oversee and monitor the implementation of gender related commitments. In this regards and since 2011, the Office monitored gender responsiveness of 2011 and 2016 local electoral processes and documented progress made in terms of respecting gender equality principles. This journey has been supported by various partners including ONE UN especially UN Women under its different programs implemented with the national Gender machinery institutions over the years.

In an effort to sustain achieved results and continue tracking Rwanda's progress in complying to gender equality principles in the electoral processes, GMO and its stakeholders intends to continue its efforts of monitoring gender responsiveness of local electoral. For the preparedness of observers, the Office with the support of UN Women would like to recruit a Gender expert to support on the preparatory activities ahead of the monitoring of gender responsiveness in the local electoral processes.

## 2. Objectives of the Consultancy

The objective of this assignment is to coordinate preparatory activities that will contribute to effective monitoring on compliance to gender equality principles in the local elections.

### Key Deliverables

The assignment will deliver to the following deliverables:

- ✚ **Development of tools:** The consultant is expected to produce all tools to be used in GMO's observation role in local elections. Tools will be both in English and Kinyarwanda.
- ✚ **Propose a methodology and strategies that will guide the monitoring of local elections when new dates are communicated.**
- ✚ **Development of training materials:** Considering that GMO plans to deploy 90 observers across the country, the consultant is expected to develop a training manual that will be used to undertake a comprehensive training on gender and governance processes, with a key component on monitoring and report writing.
- ✚ **Undertake gender capacity development for Gender Observers:** Organise and conduct capacity development on gender sensitive governance systems with different stakeholders–NEC, partners, local government actors and gender observers – with respect to Covid-19 measures.
- ✚ **Produce assignment report:** The consultant will produce a detailed report on accomplished assignment with key actionable recommendations on building a gender responsive electoral system.

### Qualifications and experience required

The Gender Monitoring Office is looking for a gender consultant to lead and guide preparatory activities that will inform the monitoring of gender responsiveness of local government elections The individual consultant should:

- ✚ Have at least a master's degree in: Gender and development studies, Political sciences, Governance and with 5 years of working experience.

- ✚ Sound knowledge of global gender commitments on gender equality, women political empowerment and governance.
- ✚ Have a strong background in leadership and governance, gender analysis and gender accountability.
- ✚ Familiar with Rwanda's Governance and electoral systems and development frameworks in line with accountability to gender equality.
- ✚ Sound experience in undertaking gender and Governance training initiatives
- ✚ Proven speaking and writing skills in English and Kinyarwanda.

### Timeline

The consultancy will be carried out within a period of two months starting from the date of contract signing.

### Reporting and supervision

The consultancy work will be carried out under the overall guidance of GMO Executive secretary and supervised by the Director of Monitoring Gender Mainstreaming-GMO and Gender Joint Program Manager at UNWOMEN. All reports will be officially submitted in English, in hard and soft copies with annexes sent via email that will be advised by GMO.

### Application modalities

#### 1. Duration and remuneration:

UN Women will process the payment of consultancy fee upon satisfactory completion of all tasks in the assignment, submission and approval of the final report.

#### 2. Mode of applications

Interested candidates are requested to submit their detailed CVs and intent letter to [rwanda.offers@unwomen.org](mailto:rwanda.offers@unwomen.org) not later than **28 March 2021**. Only pre-selected candidates will be notified.