

INDIVIDUAL CONSULTANT PROCUREMENT NOTICE

Date: 29 Apr. 13

Country: Republic of Moldova

Description of the assignment: National Consultant for mainstreaming gender into sectoral decentralization strategies.

Project name: UN Women / Joint Integrated Local Development Program

Period of assignment/services: Starting 27 May 2013, estimated duration assignment – 6 months (by end November 2013).

Technical proposal and financial proposals should be submitted **on-line** no later than 16 May 2013.

Requests for clarification only must be sent by standard electronic communication to the following e-mail: veaceslav.balan@unwomen.org.

Please notice that this address is for information requests only, please do not send or copy your application package to this address.

UN Women staff will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of inquiry, to all consultants.

1. BACKGROUND

Since 2010 the Government of Moldova (State Chancellery) in partnership with the UNDP and UN Women has been implementing the “Joint Integrated Local Development Programme” (JILDP), funded by the Government of Sweden, and lately by the Government of Denmark. The JILDP was designed to support the Government in improving the policy and legal framework, as mandated by the National Decentralization Strategy to ensure local autonomy, availability of resources, and more effective local management for better and equitable service provision, as well as to improving the capacity of Local Public Authorities (LPAs) to deliver efficient, equitable and accessible local public services, to facilitate sustainable development and foster social inclusion. The Programme’s objective is also to assist in building the capacity of LPAs to plan, implement and monitor their strategic plans and improve local public service delivery, engaging women and men from local community groups, including most vulnerable. The program is applying Human Rights Based Approach, Gender Mainstreaming and Women’s Empowerment as guiding conceptual approaches and instruments to its activities and interventions, seeking to ensure positive and measurable change in the areas of human rights, gender equality and social inclusion.

Starting with 2013, a new phase of JILDP is being implemented, with the financial support from the Danish Government. With adoption of the National Decentralisation Strategy in April 2012, a comprehensive framework for decentralization in the country has been created. Within the new phase, the JILDP aims at providing central and local public authorities with technical support in the implementation of this strategy. One important area of such support is related to the elaboration of sector-specific decentralization strategies and to designing of practical arrangements to implement the strategies.

Working groups on decentralization in various areas of public policy were created under the Parity Commission on decentralization. The line ministries provide a Secretariat to the Working groups to ensure coordination of activities of working groups as well as consistency between the developed decentralization policies and the governmental priorities.

During the previous phase of the program the first drafts of two sector decentralization strategies were developed with the support of JILDP – one in the area of education and one in the area of social assistance. At this stage JILDP aims to continue its support in finalization of these two strategies. This support will be provided primarily via national consultants hired by JILDP for each of the two areas: a) education (hired by UNDP); b) social assistance (hired by UN Women).

The current assignment comes to complement the work of the two national consultants by ensuring gender mainstreaming into the developed products and development processes, through close interaction and coordination with the working groups/line ministries and JILDP, with the ultimate aim of ensuring that the gender sensitive sector decentralization strategies are drafted, discussed, adjusted, debated, finalized, and submitted for approval to the Government.

2. SCOPE OF WORK, RESPONSIBILITIES AND DESCRIPTION OF THE PROPOSED WORK

To ensure that the decentralization reforms bring equitable benefits for both, women and men, and address the persisting gender disparities and inequalities, a qualified 'gender mainstreaming' support in the process of formulating sector decentralization policies is needed.

As such, UN Women in Moldova has agreed, within the framework of the JILDP Programme, to provide support in engendering the sector decentralization strategies, through provision of a gender expertise during the development of the 2 strategies.

For detailed information, please refer to Annex 1- Terms of Reference.

3. MINIMUM REQUIREMENTS FOR EXPERIENCE AND QUALIFICATIONS

I. Academic Qualifications:

- At least University degree in Gender Equality, Human Rights, Development Studies, Public Administration, Public Policy, Public Law, Social Protection, or other relevant field

II. Years of Experience:

- At least 3 years of proven experience in gender mainstreaming work and policy development work;
- Previous experience in development assistance or related work for an international and/or donor organization, preferably a UN entity, is an advantage;

III. Competencies:

- Understanding of Moldovan development context, specifically with regard to public administration / decentralization reforms, and knowledge of the current situation and issues;
- Advanced communication, presentation and advocacy skills, particularly with regard to difficult or challenging human rights and gender equality issues, is a great advantage;
- Basic experience in usage of computer, Internet, and office software (MS Word, Excel, and PowerPoint) – is a must; advanced experience – is an advantage.

IV. Language skills:

- Fluency in both written and oral Romanian is a must. Knowledge of English is an advantage;
- Working knowledge of one or more additional languages relevant for Moldova, including Russian, and Bulgarian, Gagauzian, Romani, Ukrainian or sign language is an asset;

4. DOCUMENTS TO BE INCLUDED WHEN SUBMITTING THE PROPOSALS

Interested individual consultants must submit the following documents/information to demonstrate their qualifications:

- Duly filled Personal History Form (PHF11)/CV;
- Letter of Interest;
- Financial proposal

The financial proposal shall be structured around the specific tasks and key deliverables described in the Terms of Reference. Interested individual consultants must specify a total lump sum amount for each task and deliverable, which are to be completed by the deadlines specified in the ToR. Payments shall be made based on delivery of the services specified in the ToR and in accordance with the procedures described in the Remuneration section of the ToR. In order to assist UN Women Moldova Programme in the comparison of financial proposals, the financial proposal will include a breakdown of this lump sum amount.

6. TRAVEL

Any travel under this assignment, including appropriate logistical arrangements shall be ensured/facilitated by UN Women.

7. EVALUATION

For detailed evaluation procedures please refer to Annex 1- Terms of Reference

ANNEX

ANNEX 1 – TERMS OF REFERENCES (TOR)

ANNEX 2 – CONDITIONS OF SERVICE - CONSULTANT