

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



MINISTRY OF GENDER, FAMILY AND SOCIAL SERVICES

REPUBLIC OF MALDIVES

Terms of Reference

I. Overview

The Ministry of Gender, Family and Social Services is seeking a local consultant to update the existing gender training manual¹ in Dhivehi language, and to develop sensitization modules and exercises to be used in gender sensitization training programmes.

II. Background

The Constitution of the Maldives establishes that everyone is entitled to the rights and freedom it grants without discrimination of any kind for both men and women in Article 17 (a). Part (b) of the same article on non-discrimination further ensures that special assistance or protection to disadvantaged individuals or groups, or to groups requiring special social assistance, as provided in law shall not be deemed to be as such discrimination.

Maldives became a signatory to the Convention on the Elimination of all forms of Discrimination against Women (CEDAW) in 1993 and ratified its Optional Protocol in 2006. The Maldives has, till date, completed six periodic reporting cycles with the sixth periodic report submitted in 2019 and the most recent review session with CEDAW Committee conducted in October 2021. Following this reporting period, the CEDAW Committee made several recommendations to accelerate the state's work towards women's empowerment, gender equality, and elimination of gender-based discrimination, including strengthening the institutional arrangements and the enforcement of the legislative framework on gender equality in the Maldives.

The Gender Equality Act (Law No. 18/2016) provides the legislative framework for gender equality, establishing general principles to achieve gender equality in the Maldives and a framework to formulate policies that prohibit gender-based discrimination, and outlines the duties and responsibilities of State institutions and other relevant parties to achieve gender equality in their respective spheres. The implementation of the GE Act was initiated with awareness programs conducted to State institutions as well as private sectors. The law amongst other things, also requires the adoption of a National Policy on Gender Equality, which was ratified in 2019, and a National Gender Equality Action Plan (GEAP).

In 2017, MoGFSS and UNDP also initiated the work on developing the Gender Equality Action Plan (GEAP) and a subsequent Monitoring and Evaluation Framework for the GEAP was also drafted in 2018. The GEAP and Monitoring Framework was further aligned with the

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Government's Strategic Action Plan (SAP 2019-2023), and updated according to the current national priorities in 2021. It was endorsed in February 2022 and subsequently launched in March 2022, with the formulation of a high level Steering Committee, chaired by the President and a Technical Committee that would guide the implementation and monitoring of the GEAP with the former largely responsible for providing policy level guidance and direction.

The Maldives has strong legislative frameworks and policies that promote gender equality. However, as evident in the Global Gender Gap Index 2022, despite achieving remarkable progress in bridging the gender gap in areas of educational attainment and health and survival, challenges still remain in areas of economic opportunities and political participation.

Extensive advocacy campaigns and sensitization programmes, targeted towards public and private sector institutions, local bodies and general public, are required to increase gender sensitivity and awareness on gender issues within communities, to overcome the social barriers that exist in the attainment of de facto gender equality. Throughout the sensitization programs conducted by MoGFSS over the years, it is observed that despite gaining knowledge through the programs, participants generally maintain their existing perspectives and mindsets. Therefore, there is a great need for novel approaches to shifting mindsets. In this regard, MoGFSS is seeking the services of a local consultant to update the existing gender training manual, and develop sensitization modules and exercises that can be utilized in gender sensitization training programmes.

III. Scope of Work

Under the guidance of MoGFSS, the consultant will lead the process of updating the existing gender training manual, developing sensitization modules and exercises to be used in gender sensitization trainings. The tasks to be undertaken by the consultant under the Terms of Reference include, but are not necessarily limited to, the following;

1. Conduct a desk review of the existing gender training manual, similar training manuals, modules, relevant assessments, policy papers, consultation reports, existing legal framework and relevant legislations/regulations and practices related to the gender equality framework in the country, including the Gender Equality Act (Law No. 18/2016) and the Gender Equality Action Plan (2022-2026) and submit an inception report including outlines for training manual and sensitization modules and exercises in line with international norms, standards and best practices;
2. Participate in consultation meetings with relevant stakeholders including but not limited to the Ministry of Gender, Family and Social Services, Ministry of Economic Development, Maldives Police Service, Family Protection Authority, Ministry of Islamic Affairs, Ministry of Arts, Culture and Heritage, UN agencies, relevant government institutions, and civil society organizations;
3. Based on the consultation meetings, policy papers, policy directives from MoGFSS and based on the inception report, submit the first draft of the training manual, sensitization modules and exercises.

4. Conduct a final consultation meeting for the training manual and sensitization modules with relevant stakeholders;
5. Revise the work plan, training manuals and sensitization modules based on comments received from stakeholders;
6. Together with MoGFSS, conduct training of trainers (ToT) programme on the training manuals and sensitization modules;
7. Revise and submit the final training manual and modules in the light of lessons learned and feedback received from the initial trainings;
8. Submit end mission report.

IV. Expected Outputs and Deliverables

All documents shall be submitted as stipulated below and all documents will be submitted as drafts and upon review by MoGFSS, the consultant shall revise the draft documents. Once the revised reports are accepted by MoGFSS, they will be termed as final documents for the consultancy.

The consultant will be responsible for the following deliverables and outputs:

Task / Output	Estimated Duration to Complete
<p>1. <i>Inception Report:</i> The initial inception report shall include a summary of assessments, policies and practices reviewed, proposed content (outline of modules), proposed timeline for possible constraints regarding the proposed content and implementation of training.</p> <p>A final inception report is to be submitted based on the consultation meetings with relevant stakeholders regarding the training manuals and modules and to identify the gaps, and areas to focus on, and learn about on-the ground practices including the challenges in implementation and monitoring and to discuss possible actions to overcome these challenges.</p>	Two Weeks
<p>2. <i>Training Manuals and Sensitization Modules:</i> Based on international models and good practices and successful initiatives locally, submit the training manual, sensitization modules and exercises to be used in gender sensitization training. Revise the modules as needed after the training of trainers and sensitization sessions, and a digital and printed copy of the final training manual must be provided.</p>	Four Weeks
<p>3. <i>Exercises:</i> Develop exercises and materials (pre and post-test, handouts, worksheets, group activities etc.) to support the sensitization modules and content of the training manual.</p>	

4. Reading Material: Identify and compile list of reading materials that could inform the trainers and participants.	
5. Presentation: Develop slides/presentation to be used alongside the content available in the training manual during training programmes.	
6. Training of Trainers Programme: Conduct a training of trainers (ToT) programme for selected personnel on the training manuals and sensitization modules developed, to build a group of trainers.	5 Days
7. End Mission Report: A detailed report identifying key challenges and limitations in developing the training manuals and modules and conducting the training of personnel with recommendations for way forward.	1 Week

V. Reporting Requirement

1. Report directly to the Head of GDED of the Ministry.

2. The consultant should be available for meetings (either online or physical) after having discussed with the MoGFSS team at GDED. A briefing and debriefing meeting will be organized with MoGFSS senior management from relevant departments/division at the beginning and end of assignment.

VI. Duration and Commencement of Services

Successful candidates will be contracted for a period of 3 months from October – December 2022. Expected commencement of services is October 2022. The consultant should come up with a clear timeline while submitting the proposal taking into consideration the estimated time durations for each deliverable as stipulated above.

VII. Duty Station: Home-based

VIII. Qualifications and Experience

Education and Work Experience

- Master's degree or above in Gender Studies, Political Science, Social Science or Development Studies or related field with minimum experience of 5 years
- OR
- Bachelor's degree in Gender Studies, Political Science, Social Science or Development Studies or related field with minimum experience of 7 years
- Previous experience in development of training manuals/advocacy materials relevant to gender issues or social policies would be an added advantage

Other Competencies

- Fluency in Dhivehi and English, both written and spoken.
- Should be capable facilitating discussions and providing guidance and training to the staff and stakeholders

- Professional experience in areas related to women's rights and/or elimination of violence against women (desirable)
- Should have strong leadership, management and communication skills in presenting, discussing and resolving difficult issues
- Should have the ability to work efficiently and effectively with a multidisciplinary team and be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.
- Should have a good understanding of child protection and gender issues in the Maldivian context
- Proficiency in MS Office software and should have basic computer skills
- Should have a strong understanding of the objectives and delivery mechanisms of the project's portfolio.
- The individual's reputation of integrity and impartiality rooted in independence from third parties shall be considered.
- Willingness to work for extended periods without direct supervision.

IX. Selection and Awarding Process

- A consultancy agreement entered with the selected candidate.

18th October 2022