

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ



Ministry of Economic Development  
Male',  
Republic of Maldives



## **Sustainable and Integrated Labor Services (SAILS)**

**(P177240)**

**Term of Reference**

**for**

**Gender and Safeguards Manager (Local)**

### **1. Background**

The government of Maldives (GOM) intends to introduce a new Unemployment Benefits Act that will extend contributory social insurance to all Maldivian workers. The government will establish an Unemployment Insurance (UI) scheme which will be complemented by an integrated program of job search assistance and labor market reinsertion initiatives. The UI scheme will be designed to complement the Maldives Retirement Pension Scheme (MRPS), and the project will support the development of policy measures and capacity building to ensure the long-term fiscal sustainability of the MRPS and Old Age Basic Pension (OABP).

The Employment Services (ES) will serve as a platform for strengthening Active Labor Market Program (ALMP), addressing the challenges faced by Maldivians in finding employment, and building an integrated Labor Market Information System (LMIS). The scheme will pursue partnerships with government and non-government agencies aimed at promoting female employment, filling strategic gaps in the labor market (such as green and blue economy jobs), and replacing migrant workers with locals in the tourism industry.

The Government of Maldives (GoM) is implementing the “Sustainable and Integrated Labor Services (SAILS)” Project. The project is funded by the World Bank. The project objective is to improve social protection coverage and employability of Maldivian workers by establishing a contributory unemployment insurance scheme and integrated labor market services and, in the case of an eligible crisis or emergency, respond promptly and effectively to it. The project is being jointly administered by the Economic Development (MoED) and Maldives Pension Administration Office (MPAO) with a Project Steering Committee that is co-chaired by the MPAO and the MoED.

The project comprises of three components and a Contingent Emergency Component. The three primary components are;

Component 1: Integrated Labor Market Services

- 1.1: Establishment of policy and legal framework
- 1.2: Strengthening internal systems for program administration
- 1.3: Development and implementation of the ES scheme
- 1.4: Establishment of the Job Center service centers nationwide



Component 2: Strengthening Social Insurance:

- 2.1: Provision of seed financing of UI Solidarity Fund
- 2.2: Strengthening of internal systems and processes for fund administration
- 2.3: Financial management, compliance and audit
- 2.4: Strategic planning for the sustainability of social insurance

Component 3: Project Coordination, Monitoring and Evaluation

As part of the PMU strengthening process, the Ministry of Economic Development wishes to contract a **Gender and Safeguards Manager**.

## 2. Objectives

The MoED wishes to contract a Gender and Safeguards Manager who will coordinate in the implementation of SAILs project Gender Action Plan, and Environmental and Social Assessment and Management Framework of the project.

Carry out Gender, Environmental and Social Assessments and Screenings, Preparation of Gender and E&S instruments in line with the Project Gender Action Plan, Environmental and Social Safeguards Framework, and assist Project Director to ensure that the work by GoM staff and consultants are in conformity with the objectives of the project and is in accordance with the GoM gender, environmental and social requirements, and the relevant World Bank Safeguards policies.

## 3. Scope of Services

The work of the Gender and Safeguards Manager will include the following tasks, among others:

1. Manage the development of and oversee the review of project level Gender, Environment and Social Safeguards plan together with the Gender and Safeguard specialist.
2. Prepare associated work plans for each component/activity on principles, process and achievements of the project, and document best practices and success stories for development partners and the GoM.
3. Ensure necessary measures in place to strengthen inclusion vulnerable groups, youth and women in project activities other requirements for management of social sustainability and inclusion issues in relation to projects;
4. Coordinate and implement, monitor and report on gender actions of the project through Gender Action Plan.
5. Implement monitor and report on environmental and social actions of the project through Labour Management Procedures (LMP).
6. Conduct Environmental and Social (E&S) Screenings for project activities.
7. Preparation of reports on Environmental and Social Management Framework (ESMF).
8. Support to establish and operate the Grievance Redress Mechanism (GRM) under the MoED for the project.
9. Submit regular updates to the Bank on the operation of the GRM.
10. Strengthen mechanism to address risks associated with Sexual Exploitation and Abuse/Sexual Harassment (SEA/SH) by ensuring Codes of Conduct are adopted by all project staff and



GRM is able to address SEA/SH incidents.

11. Facilitate/organize & conduct capacity building programs on the World Bank's Environmental and Social Framework (ESMF), E&S Screening, reporting, Gender, Stakeholder /Citizen's Engagement and implementation procedures.
12. Accomplish other tasks related for preparing, gender, environmental and social safeguards plan, assessments, and reporting as per the need of project assigned by Gender and Safeguard Specialist and Project Director.
13. Provide support to other donor funded projects and activities under the Ministry's mandate.
14. Any other duties assigned by the Project Director.

#### **4. Reporting Obligations**

The Gender and Safeguards Manager shall report to the Gender and Safeguards specialist and the Project Director on the status of the assignment on a regular basis.

#### **5. Required Expertise and Qualifications**

The Gender and Safeguards Manager should have:

1. Master's Degree in Gender Studies, Social Development, Social Studies, Sociology, Environmental and Social Sciences, or suitable equivalency with minimum of 3 years' suitable work experience in the field of social development and social safeguards management. OR;
2. Bachelor's Degree in Gender Studies, Social Development, Social Studies, Environmental and Social Sciences or suitable equivalency with minimum of 7 years of suitable work experience.
3. Prior experience working and engaging with communities and multiple stakeholders at different issues affecting vulnerable groups, youth and gender issues in development areas.
4. Experience working with donor funded projects and implementation of safeguards, with World Bank / ADB financed operations is an advantage.
5. Must have knowledge and understanding of technical, commercial, and legal aspects on procedures and regulations of the World Bank.
6. Proficient in using software applications such as MS Project, MS Word, MS Excel, MS PowerPoint.
7. Strong leadership, management, and communication skills in presenting, discussing, and resolving difficult issues and can work efficiently and effectively with a multi-disciplinary team.
8. Good written and oral Dhivehi and English communication skills.

#### **6. Contract Duration**

This is a 1-year contract. Upon signing of the contract, 3 months shall be counted as the probationary period. The contract shall be renewed based on performance, need, and funding.

This contract is expected to commence in **March 2023**.



## **7. Remuneration**

The Gender and Safeguards Manager will be paid a lump sum of MVR 23,200 per month.

## **8. Required Documents**

Interested candidates must submit the following documents/information to demonstrate their qualifications, experience, and responsiveness to this TOR.

- I. Expression of interest letter
- II. Curriculum vitae indicating all experience from similar jobs
- III. References

## **9. Expression of Interest Application Submission**

- I. Deadline for submission of the application is 22<sup>nd</sup> February 2023 (04:00pm)
- II. Application should be emailed to the following contact details.

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Project Director  
Sustainable and Integrated Labor Services Project (SAILS)  
P177240  
Ministry of Economic Development  
Boduthakurufaanu Magu, Malé, Maldives  
Email: [recruitment@trade.gov.mv](mailto:recruitment@trade.gov.mv)