

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



Ministry of Fisheries, Marine Resources, and Agriculture
Male', Republic of Maldives



MALDIVES AGRIBUSINESS PROGRAM

TERMS OF REFERENCE

Gender and Social Inclusion Officer

A. BACKGROUND

The Government of Maldives (GoM) through the Ministry of Fisheries, Marine Resources and Agriculture (MoFMRA) is initiating the implementation of the Maldives Agriculture Program (MAP) with the support of International Fund for Agriculture Development (IFAD). The Program will be managed with the support of an Implementing Partner, by the Project Implementation Unit (PIU) set-up within the MoFMRA in accordance to the guidelines provided by the design report, implementation manual and under the guidance of the project steering committee and IFAD supervision missions.

The main aim of MAP is to enable small farmers in the Program area to sustainably enhance their production levels, increased income, secured food and nutrition for their household demands and deliver produce to connected markets.

B. OBJECTIVES OF ASSIGNMENT AND OVERALL RESPONSIBILITY

The Project Implementation Unit wishes to contract a **Gender and Social Inclusion Officer**. The Gender Inclusion & Social Change officer will be responsible for implementing the gender and social dimensions' interventions of malnutrition, food security and resilience. The Gender and Social Inclusion Officer is responsible for collaborating with the component coordinators/specialists, the Gender and Social Inclusion Officer is expected to lead the delivery of impacts to target beneficiaries in MAP

S/he will ensure effective and efficient roll out of planned gender/social change activities through day to day coordination at the county level. Under the overall guidance of the Gender, Youth and Social Lead S/he will support the implementation of gender transformative approaches as captured in the gender strategy.

In support of this, the Gender and Social Inclusion Officer will work closely with the Project Director, Project Component Coordinators, technical staff of Ministry of Fisheries, Marine Resources and Agriculture; PIU staff and third-party affiliated counterparts to ensure that routine data collection protocols are maintained.

C. OVERALL RESPONSIBILITY

The overall responsibilities of the Gender and Social Inclusion Officer include, but are not limited to the following:

1. Providing information regarding Agriculture business strategy, and income generation programmes for the farmers and vulnerable groups.
2. Sensitizing the stakeholders regarding the post project sustainability.
3. Documentation of success stories/experiences Provide oversight to the gender/social change program components at the county level, including undertaking field visits to oversee implementation and generate field visit reports.
4. Support in the monitoring of project activities to ensure they are inclusive and support reflection and adaptation to improve inclusion as required.
5. Identify and support documentation of best practices, and use them to profile the impact of local level Gender /social change approaches, and promote lesson sharing.
6. Identify opportunities in the local governance system for enhancing the targeting of programme benefits to the poor, female-headed households and youth;
7. Develop guidance for Programme staff and staff of mobilised agencies on directing programme benefits to the target beneficiaries;
8. Support in applying tools such as: women leadership skills, engaging men in decision making tools, roles and responsibilities etc
9. Contribute to the design of the implementation surveys, tracer and thematic studies in order to gauge the impact of development on differentiated beneficiary categories;
10. Identify innovative ways of providing equitable access to resources and opportunities for the disadvantaged groups including female-headed households and youth;
11. Identify opportunities for gainful employment for women and youth, from activities undertaken by the programme;
12. Assess the capacity of agricultural extension services (both government and service providers) to meet the needs of small farmers in terms of nutrition education, and formulate adequate support measures to improve their performance in servicing the programme's target group;

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13. Develop detailed gender action plan with the PIU colleagues to help identify, prioritize and sequence the activities required for successful delivery in targeting and gender empowerment;
14. Conduct regular field visits to programme implementation areas and provide technical and on the job support to partners, focal points and service providers to ensure the targeting strategy is implemented as planned;
15. Any other duties as may be required from time to time by the Project Director, and Component Coordinators
16. Contribute in planning, monitoring and reporting of the project and integrate Gender Equity and Social Inclusion in all the process;
17. Provide technical assistance to each Component to ensure that gender and social inclusion is influencing their planning and activities and budgets;
18. Contribute to produce resource materials addressing the issues of gender and social inclusion to be used in trainings;
Collect and analyse the baseline data on status of women and marginalized communities in the context of the project and prepare a monitoring and evaluation plan for gender and social integration with the M&E Officer.

D. QUALIFICATIONS AND EXPERIENCE

1. A Bachelor Degree in Social Work, Gender Studies, development studies or related field
2. Must have professional work experience of at least five 5-7 years with at least 3 years' experience in gender and / or social development Experience in analysis, evaluation and report writing.
3. Experience in the establishment of gender plans
4. Strong planning, organizational and project management skills and ability to prioritize and handle multiple tasks
5. Work experience in government or donor funded projects and other relevant institutions will be an added advantage; work experience as a Gender and Social Inclusion Officer in/with donor funded activities will be an asset;
6. Additional training and certification in Gender and Social Inclusion would be an advantage.
7. Demonstrates good oral and written communication skills in substantive and technical areas
8. Thorough knowledge or demonstrated ability to rapidly acquire knowledge about monitoring and evaluation, environmental assessments and research processes

9. Excellent writing, editing and analytical skills and capability of working independently. Fluent in written and spoken English and Dhivehi;
10. A high level of computer literacy is required. Familiarity with programs like Word, Excel, PowerPoint and SPSS are required.
11. Ability to interact with multiple staff in the relevant agencies and respond to and liaise with stakeholders from industry and private sector
12. Experience with the logical framework approach to monitoring as well as quantitative, qualitative and participatory monitoring approaches;
13. Ability to draw out the information collected to deliver relevant knowledge-sharing products to stakeholders;
14. The successful individual must be willing to work for extended periods without direct supervision and travel to islands within the project area.
15. Demonstrates openness to change and ability to manage complexities
16. Should have strong and proactive interpersonal communicative skills, experience in team leadership and participatory management.

The short-listed candidate will be requested to participate in personal interviews, submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the project. S/he must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative to overcome challenges.

E. REPORTING REQUIREMENT

1. Report directly to the Project Director and Project Coordinator on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Implementing Agency.
2. The Gender and Social Inclusion Officer is expected to report to work on week days from 0800 – 1500 hours other than public holidays and provide services to the Client for an average of 35 hours a week.
3. The Gender and Social Inclusion Officer is required to report to work in official attire.

F. SCHEDULE FOR THE ASSIGNMENT

Duration of the assignment is 12 months from the commencement of the works with potential extension based on performance. The successful candidate is expected to commence the services in April 2021.

This position is based at the PIU Office of the Ministry of Fisheries, Marine Resources and Agriculture in Male' with travel to Islands vessels or field visits as maybe required.

G. RENUMERATION AND OTHER BENEFITS

1. MVR 15,600-17,920 depending on qualifications and experience, per calendar month as remuneration for the services provided depending on qualifications and experience, for the services provided by the Gender and Social Inclusion Officer except for unauthorised leave. The Gender and Social Inclusion Officer shall be paid for Working Days for which the Gender and Social Inclusion Officer has actually attended work and signed the attendance register provided by the Implementing Agency.
2. Training and travel expenses under the PIU as budgeted under the Project and approved by implementing agency.
3. S/he shall participate in the "Maldives Retirement Pension Scheme" as required by the Maldives Pension Law and its regulations.
4. S/he will be given an allowance called "Ramadan Allowance" as per the rules of the Implementing Agency, prior to the beginning of the month of Ramadan. The allowance will be entitled only to Muslims.

H. SERVICES AND FACILITIES TO BE PROVIDED BY THE IMPLEMENTING AGENCY

1. Office space and other facilities such as computers will be provided as required.
2. Local transport for official travel between Malé and field visits to islands; food, accommodation and allowance.

