



TERMS OF REFERENCE

TOR reference number	TOR-VNM-2022-002 <i>Please refer to this number in the application email</i>
Title	National consultant on gender DRR
Purpose	To provide support to UN Women and Viet Nam Women's Union in communication and policy advocacy activities on gender mainstreaming in climate change and disaster risk reduction.
Duty Station	From 10 February 2022 to 30 June 2022 with maximum 27 working days
Contract Supervision	Programme Analyst on Disaster Risk Reduction and Climate Change - UN Women Viet Nam Office
Application deadline	6 February 2021

I. BACKGROUND

UN Women

Grounded in the vision of equality enshrined in the Charter of the United Nations, the United Nations Entity for Gender Equality and the Empowerment of Women (UN Women) works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of substantive equality between women and men. The fundamental objective of UN Women is to enhance national capacity and ownership to enable national partners to formulate gender responsive laws, policies and upscale successful strategies to deliver on national and international commitments to gender equality.

In Viet Nam, UN Women's country strategy focuses on two areas: (i) Remove structural barriers that inhibit women's economic empowerment and resilience to economic shifts, disasters and climate change; and (ii) End Discrimination and Violence Against Women and Girls. As part of the first area of work, UN Women focuses on supporting evidence-based advocacy for gender-

responsive normative frameworks, as well as coordinating high-level policy advocacy with strategic development partners.

UN Women will lead the joint efforts with UN agencies and other gender advocates from government, development partners, and CSOs and community-based organizations to advocate for improved compliance with international standards on human rights and gender equality through the provision of evidenced-based technical support to law drafting and policy making bodies.

Country context

Viet Nam ranks 8th among the 10 countries most affected by climate change from 1996 to 2015 and stands at high risk. With the majority of the population living in low-lying river basins and coastal areas, it is estimated that more than 70% of the population is at risk of multiple hazards. Storms and floods are the most prevalent and severe disasters in Viet Nam. Climate change even worsens natural disasters in terms of frequency, unpredictability and intensity. For example, the drought and saltwater intrusion induced by El Nino in 2015, at its peak, deprived 2.3 million people of access to clean water, food and secure livelihoods, and thus imposed many negative impacts on their health and nutrition. When disasters hit, women and girls often suffer from increases burden of unpaid care and domestic work which hinders them from paid jobs and puts them at higher risks of violence against women. Limited access to resource, information and technology hamper women's coping strategy and resilience. Additionally, women's capacities, skills and knowledge for effectively addressing climate change and reducing disaster risks are often untapped, due to discriminatory stereotypes and social norms that devalue their knowledge and lead to their exclusion from decision-making. Their struggles were exacerbated by the COVID-19 global pandemic.

The regional program "Strengthening Human Rights and Gender Equality through Climate Change Action and Disaster Risk Reduction" (EmPower) is a joint initiative between UN Women and UNEP, funded by the Swedish Government, from 2018-2022 in 3 countries namely Bangladesh, Cambodia and Viet Nam, along with other activities at regional level. The overall outcome of the programme is "Countries in Asia and the Pacific implement gender-responsive climate change and disaster risk reduction actions to address key-drivers¹ of gender-based vulnerabilities".

Under the Output 1 of the EmPower project "CSOs representing women and women's groups are able to lead, participate in and influence climate change (CC) and disaster risk reduction (DRR) decision-making processes", UN Women is collaborating with Viet Nam Women's Union to promote for gender equality in DRR/CC actions through the implementation of communication

¹ Drivers such as a lack of gender-responsive policies; a lack of capacity of policy makers and CSOs representing women, women themselves and women leaders; lack of sex, age and diversity disaggregated data; a lack of access to financial resources; and lack of alternative livelihoods for women.

and policy advocacy activities These include:

1. **A communication campaign through the implementation of three contests/competitions for public on the topic on gender and DRR:** (1) a writing contest for communication messages on gender and DRR; (2) a nomination of women champions in DRR from local WUs; (3) a nomination of initiatives promoting gender equality in DRR from local communities. These contest and nominations will be organized at national level to raise awareness of women, community and public about gender equality and women empower in DRR. The competition also serves as a platform to promote champions and initiatives of individuals and organizations in gender mainstreaming in DRR. Key messages, women champions and good initiatives on gender in DRR will be shared widely through VWU communication channels such as their fan page, e-newspapers and mass media. The campaign will take place from February to June 2022.
2. A policy dialogue on **“Supporting women’s climate resilient livelihood development and recovery after the COVID-19”** on the occasion of International Women’s Day (IWD) the 8 of March 2022. This event is to promote the global theme of IWD 2022 **“Gender equality today for a sustainable tomorrow”**, which recognizes the contribution of women and girls around the world, who are leading on climate change adaptation, mitigation, and response, to build a more sustainable future for us all. The theme is aligned with the priority theme for the upcoming 66th session of the Commission on the Status of Women (CSW66): **“Achieving gender equality and the empowerment of all women and girls in the context of climate change, environmental and disaster risk reduction policies and programmes”**. The event would be in a form of a policy dialogue between VWU at local levels, women leaders of SMEs and cooperatives and women’s CSOs and leaders from line ministries and related stakeholders. The event would be a forum where local VWUs could raise issues and explain the barriers that they are facing in livelihood development, in the context of climate change and COVID-19 recovery. It is also expected that leaders from relevant ministries could respond to these concerns and provide solutions to the key issues raised by women.

In such context, UN Women is looking for a qualified national consultant to coordinate with UN Women and Viet Nam Women’s Union and provide leading technical support to implement these activities.

II. OBJECTIVES

The overall objective of the consultancy is to contribute to increasing awareness and understanding of communities, authorities and public about gender equality and women’s leadership in disaster risk reduction activities, in efforts to strengthen gender equality in disaster risk reduction in Viet Nam.

The specific objective of the consultancy is to coordinate with the Viet Nam Women’s Union and UN Women and provide leading technical support to implementing the above mentioned activities

III. SCOPE AND SPECIFIC TASKS

The consultant will provide technical supports to UN Women and Viet Nam Women’s Union in the organization of the above-mentioned activities with the following specific tasks:

Activities	Key deliverables	Tentative timeline and estimated working days
<p>1. A communication campaign to promote Women’s Role in Disaster Risk Reduction</p> <ul style="list-style-type: none"> ○ Provide leading technical support to the organization of three competitions under the campaign “Promoting Women’s Role in Disaster Risk Reduction”, including (1) a writing contest for communication messages on gender and DRR for public; (2) a nomination of women champion in DRR from local WUs; (3) a nomination of initiatives promoting gender equality in DRR from local community. ○ Work closely with a service provider (contracted by UN Women) and provide technical guidance to them in organizing activities for the campaign and competitions. ○ Develop content for promotion of the competitions and the campaign on VWU fan page and disseminate to VWU networks. ○ Liaise with VWU and UN Women to select good submissions to post on VWU and UN Women’s fan pages ○ Coordinate with VWU and UN Women for the selection of qualified submissions under three competitions for awarding. ○ Work closely with a service provider (contracted by UN Women) to organize a awarding ceremony (online or offline depending on the COVID-19 situation) ○ Draft an article for UN Women on this activity. 	<p>1. Workplan to organize the communication campaign and competitions on gender and DRR</p> <p>2. At least 5 advertisement/promotion posts about the competitions and the campaign on VWU fan page and disseminated to VWU networks</p> <p>3. Qualified submissions under three competitions are selected for awarding</p>	<p>February to June 2022</p> <p>15 days</p>
<p>2. A policy dialogue on “Supporting women’s climate</p>	<p>1. Agenda, content of the</p>	<p>15 February to 20</p>

<p>resilient livelihood development and recovery after the COVID-19” on International Women’s Day (8/3/2022).</p> <ul style="list-style-type: none"> ○ Develop the content of the event, including details questions for discussions. ○ Support the preparation of the event, including contacting provincial Women’s Union, line ministries and NGOs to collect key issues for discussion. ○ Work closely with a service provider (contracted by UN Women) for the organization of the policy dialogue. ○ Write a report of the policy dialogue. ○ Draft an article for UN Women on this activity 	<p>event, including details questions for discussions for the policy dialogue “Supporting women’s climate resilient livelihood development and recovery after the COVID-19” on International Women’s Day (8/3/2022).</p> <p>2. A policy dialogue report summarizing key discussion points</p>	<p>March 12 working days</p>
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IV. INSTITUTIONAL ARRANGMENT

The consultant will work under the direct supervision of UN Women Programme Analyst on DRR/CC and work closely with Department of Information, Education and Communication under Viet Nam Women’s Union. The consultant will be ultimately responsible to UN Women Country Representative in Viet Nam.

If the consultant travels to other provinces and cities to conduct the tasks under the contract, UN Women will cover the travelling cost based on the UN-EU cost norms.

V. DURATION OF ASSIGNMENT AND DUTY STATION

Duration of Assignment: The tentative contractual period is from 10 February 2022 to 30 June 2022 with maximum 27 working days.

Duty Station: Due to the COVID-19 situation, this consultancy is home-based, and the national consultant attends workshops in Ha Noi.

VI. DELIVERABLES AND SCHEDULE OF PAYMENT

Schedule and payment	Deliverables
<p>By 30 March 2022 60% of the total contract</p>	<ol style="list-style-type: none"> 1. Workplan to organize the communication campaign and competitions on gender and DRR (Activity 1). 2. At least 5 advertisement/promotion posts about the competitions and the campaign on VWU fan page and disseminated to VWU networks (Activity 1). 3. Agenda, content of the event, including details questions for

	discussions for the policy dialogue “Supporting women’s climate resilient livelihood development and recovery after the COVID-19” on International Women’s Day (8/3/2022) (Activity 2).
By 30 September 2022 40% of the total contract	1. An article on the communication campaign (under the Activity 1) 2. A policy dialogue report (Activity 2)

VII. APPLICATION EVALUATION CRITERIA

The applicant will be evaluated based on technical capacities (70%) and financial proposal (30%). Technical evaluation will be based on the following criteria stated as below.

1	Master’s degree on international laws, national laws and gender and development, sociology and other relevant field.	10 points
2	A minimum of five year of working experience on gender equality and women empowerment issue in Viet Nam	25 points
3	A minimum one year experience on gender equality issues on the areas of disaster risk reduction and climate change in Viet Nam	30 points
4	Experience in undertaking communication and policy advocacy with the government	25 points
5	Good communication, coordination and writing skills	10 points
	Total	100 points

Core Values and Competencies

In addition to aforementioned requirements and qualifications, it is important that the intern shares the core values and core competencies of the organization.

Core Values

- Respect for Diversity

- Integrity
- Professionalism

Core Competencies

- Awareness and Sensitivity Regarding Gender Issues
- Accountability
- Creative Problem Solving
- Effective Communication
- Inclusive Collaboration
- Stakeholder Engagement
- Leading by Example

Please visit this link for more information on UN Women's Core Values and Competencies:

<http://www.unwomen.org/-/media/headquarters/attachments/sections/about%20us/employment/un-women-employment-values-and-competencies-definitions-en.pdf>

The weight of technical points is 70% and financial points is 30%.

Individual consultants will be evaluated based on Cumulative analysis, the award of the contract will be made to the individual consultant whose offer has been evaluated and determined as:

- a) Responsive/compliant/acceptable; and
- b) Having received the highest score out of a pre-determined set of weighted technical and financial criteria specific to the solicitation.

VIII. Application Procedure and Deadline

Candidates are requested to send the following documents in separated attachment in one application email to procurement.vietnam@unwomen.org

1. Application letter explaining your interest in the consultancy and why you are the most suited candidate for this position
2. Updated CV
3. Personal History Form (P11). The P11 Form can be downloaded from the following website: <http://asiapacific.unwomen.org/en/about-us/jobs>
4. Financial proposal specifying a daily consultancy rate and a breakdown per deliverable. UN Women will bear the costs of requested travel expenses following the UN-EU cost norm.

Deadline for Application: 6 February 2022

IX. Evaluation

The evaluation will be based on the combination of the weighted technical and financial scores (70 per cent technical and 30 per cent financial).

NOTE: Documents required before contract signing:

- UN Personal History Form
- Full medical examination and Statement of Fitness to work and travel for consultants with travel involved. (This is not a requirement for RLA contracts).
- Completed UNDSS BSAFE online training course.
EN: <https://agora.unicef.org/course/info.php?id=17891>
- Individual subscribers over 65 years of age are required to undergo a full medical examination including x-rays at their own cost and obtaining medical clearance from the UN Medical Doctor prior to taking up their assignment.
- Release letter in case the selected consultant is government official.