



**TERMS OF REFERENCE
TECHNICAL CONSULTANCY TO CONDUCT PLANNING WORKSHOP
USING GENDER ACTION LEARNING METHODOLOGY (GAL)**

1. Background

Oxfam is a global movement of people who are fighting inequality to end poverty and injustice. There are currently 21 member organizations working in 87 countries. We have a vision of a just and sustainable world. A world where people and the planet are at the center of our economy. Where women and girls live free from violence and discrimination. Where the climate crisis is contained. And where governance systems are inclusive and allow for those in power to be held to account.

Oxfam in Vietnam believes that a reduction in poverty, injustice, and inequality will occur through the interaction between active citizens, accountable states and responsible private sector and that it is fundamental to Vietnam's development. Oxfam in Vietnam aims to influence the current growth-based development model to shift to a Human Economy Development Model, putting people and the planet before profits.

All our work is led by three core values: Empowerment, Accountability, Inclusiveness. To read more about our values please click [here](#).

Oxfam in Vietnam aims to embrace diversity and ensure women's full participation and equal opportunities for leadership at all levels of decision-making in political, economic and public life. We work for inclusive growth and equal rights to economic resources, as well as access to ownership and control over natural resources.

This document describes the Terms of Reference for the technical consultancy to facilitate participatory planning workshops using GAL for Oxfam's partners and community based organizations.

2. Scope of work

The consultant organization will work with Oxfam to facilitate participatory planning workshops using GAL.

This scoping study has two objectives assignment:

- Facilitate 3 planning workshop with community partners active in Extractive Industries using Gender at work framework.'
- Provide coaching and follow up supports to communities during project implementation
- Facilitate a follow-up workshop to support GAL implementation.
- Participate in reflection session



3. Deliverables and schedules

- Facilitate 3 planning workshop with community partners active in Extractive Industries using Gender at work framework – End of April 2023
- Provide coaching and follow up supports to communities during project implementation – End of April 2023
- Facilitate a follow-up workshop to support GAL implementation – End of April 2023
- Participate in reflection session – End of April 2023

The detailed plan will be discussed between Oxfam and the consultant team.

4. Required competence

- Expert knowledge on learning facilitation and gender action learning
- Strong experiences in capacity building
- Adhere to Oxfam's principles and values
- Had prior experience working with multi-stakeholders in consultation process

5. Submission of Interests

Interested agencies should send the following information:

- The organization portfolio showcases relevant experience, previous works, notable clients
- CV(s) of the team members in charge, with relevant experience
- A brief proposal with the components as described in the Scope of work
- A proposed budget plan, including consultancy rate, travel expenses, and other costs/fees to complete the task, including Personal Income Tax or VAT

Oxfam in Vietnam will recruit based on the proposed budget and the quality of the proposed idea. Candidates should present your proposals in a clear and thorough manner.

The proposal should be submitted by e-mail to hr.vietnam@oxfam.org.

Deadline for submission of application: CoB **26 Apr 2023**

Please note, only short-listed candidates will be notified. Thank you!

Oxfam is committed to preventing any type of unwanted behavior at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.