



TERM OF REFERENCE FOR CONSULTANT

To provide Training on Feminist Media Literacy for Oxfam staff and Partners

I. INTRODUCTION

Oxfam is a global movement of people who are fighting inequality to end poverty and injustice. Oxfam confederation currently has 21 member organizations working in 81 countries. We share 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 contributes to a shift from the current growth-based development model to a Human Economy that cares about People and the Planet.

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

In today's context, the media significantly shapes our thoughts and actions, influencing and reflecting societal structures and systems. It wields considerable power over our understanding of gender, including norms, roles, and stereotypes. Gender norms, which are societal expectations and standards dictating how individuals should behave and fulfill specific roles based on their perceived gender, play a crucial role in the distribution of power within society. These norms are also mirrored in media structures such as organizations, associations, and newsrooms. Recognizing the importance of media's impact on gender inequality, Oxfam in Vietnam is seeking an experienced consultant to develop and deliver a series of online training sessions on feminist media literacy for our staff and partners.

II. SCOPE OF WORK

To achieve the main objectives, which are:

- (1) Promote the awareness and understanding of the media that surrounds us and how it affects how we think about gender
- (2) Encouraging participants to question and critique how gender norms, roles, and stereotypes are presented in various media forms;
- (3) Promote discussion about the ways media can reinforce or challenge gender inequalities and the distribution of power in society



Under this ToR, the consultant will work with Oxfam’s Programme Team to:

1. **Design and prepare a series of online training sessions** covering fact-checking, mis-/disinformation, and digital and feminist media literacy content creation, including but not limited to:
 - a. Definitions of communications and media, along with their history.
 - b. Current gender discourses within popular media channels such as photography, television, and digital media.
 - c. Methodologies to identify gender discourses and related implications in media.
2. **Deliver online training** based on the approved design.
3. **Collaborate with Oxfam’s Programme Team** to document the learning process and reflection

III. DELIVERABLES AND EXPECTED TIMELINE:

This assignment is expected to be completed within one month, in June 2024. **The required deliverables** are as follows:

- A training program design, agreed upon by both Oxfam and the consultant.
- Training materials for above training design shared and approved by Oxfam.
- An online training programme a series of seven online training sessions (seven 3,5 hours sessions equivalent to a total of 24 hours) for approximately 30 attendees, including Oxfam staff and partners.
- Documentation of the learning process and final report of minimum 3 pages, approved by Oxfam.

Following are **the deliverables’ timeline** with **estimated working days** for the consultants:

No.	Tasks	Time	Estimated working days
1	Desk research and develop the design of the training programme together with Oxfam team	2 nd – 3 rd weeks, June 2024	5 days
2	Delivery online training (lasting to 7 half-day sessions)	3 rd – 4 th weeks, June 2024	3.5 days
3	Reflection meeting and report writing	Before June 30 th , 2024	1.5 day
Total			10 days

<**Note:** The planning framework can be discussed and specifically adjusted with the consultant at the stage of selecting or pre-selecting the consultant>

VI. PROFILE REQUIREMENTS



The firm or individual(s) should have the following competencies:

- Master degree in the area of media, journalism, law, communication, or related fields; a Master or higher degree would be considered as an asset;
- Minimum of 5 years of professional experience in media education, development and functioning, with a deep understanding of gender equality, gender discourse, and feminism;
- Professional experience in conducting trainings, online training programmes or other documents;
- Previous experience working with other international organizations in related works would be considered as an asset;
- Extensive knowledge of Oxfam's values and code of conduct.

V. APPLICATION PROCESS

Individuals or firms interested in applying for this consulting package should submit their application to <HR.Vietnam@oxfam.org> before **03:00 p.m. on 18 June 2024**.

Application documents include:

- Updated CV of individual consultant, **OR** company/organization profile of the firm;
- Technical and Financial Proposals to perform consulting tasks, presenting TOR understanding, appropriate implementation methods, methods, time plan, and budget.

Oxfam is committed to preventing any type of unwanted behaviour 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.

We regret that only short-listed applicants will be contacted for an interview.