

I. Contract Overview	
Reference Number:	TOR-VNM-2024-024
Consultancy Title:	National gender and employment researchers (a team of 02 consultants) To conduct a study on investment in gender equality and women’s economic empowerment to advance progress in economic prosperity and SDG achievement in Viet Nam
Location:	Home Based
Travel:	Travel required
Practice Area:	Gender Equality, Employment, Econometric
Category (Eligible applicants):	External
Post Type and Level:	National Consultant Gender and Employment researcher: VNM 4 (UN-EU Cost Norm 2022) ¹ Econometrician: VNM 3 (UN-EU Cost Norm 2022) ¹
Starting Date:	1 September 2024
Duration of Contract:	4 months

II. Consultancy Assignment
<p>1. Background/Context</p> <p>The United Nations Entity for Gender Equality and the empowerment of Women (UN Women), grounded in the vision of equality enshrined in the Charter of the United Nations, works for the elimination of discrimination against women and girls; the empowerment of women; and the achievement of equality between women and men as partners and beneficiaries of development, human rights, humanitarian action and peace and security.</p> <p>Placing women’s rights at the center of all its efforts, UN Women leads and coordinates United Nations system efforts to ensure that commitments on gender equality and gender mainstreaming translate into action throughout the world. It provides strong and coherent leadership in support of Member States’ priorities and efforts, building effective partnerships with civil society and other relevant actors.</p> <p>In Viet Nam, UN Women contributes to the development objectives of Viet Nam’s Socio-Economic Development Plan and the National Strategy for Gender Equality. Its Country Strategy Note for 2022-2026 is aligned to the upcoming UN Sustainable Development Cooperation Framework (CF) 2022-2026 and is focused on supporting Viet Nam’s fulfilment of Gender Equality commitments under The Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), and the promise of the 2030 Sustainable Development Agenda to “leave no one behind”. The key priorities of UN Women in the 2022-2026 period are:</p> <ul style="list-style-type: none"> (i) By 2026, people in Viet Nam, especially those at risk of being left behind, will benefit from and contribute to safer and cleaner environment resulting from Viet Nam’s effective and gender responsive mitigation and adaptation to climate change, disaster risk reduction and resilience building, promotion of circular economy, the provision of clean and renewable energy, and the sustainable management of natural resources. (ii) By 2026, people in Viet Nam, especially those at risk of being left behind, will contribute to and benefit equitably from more sustainable, inclusive and gender-responsive economic transformation based on innovation, entrepreneurship, enhanced productivity, competitiveness, and decent work; (iii) By 2026, people in Viet Nam, especially those at risk of being left behind, will have benefited from and have contributed to a more just, safe and inclusive society based on improved governance, more responsive institutions, strengthened rule of law and the protection of and respect for human rights, gender equality, and freedom from all forms of violence and discrimination in line with international standards. <p>As a part of UN Country Team in Viet Nam and the chair of the Gender Theme Group, UN Women is mandated to lead, promote and coordinate efforts to advance the full realization of women’s rights and opportunities within the UN system. The UN General Assembly has called on all parts of the UN system to promote gender equality and the empowerment of women within their mandates and ensure that commitments on paper lead to progress on the ground.</p>

Viet Nam Common Country Analysis

The Common Country Analysis (CCA) is a diagnostic tool and a strategic pivot of the UN system to provide independent, reliable analysis and policy advisory for supporting the country's sustainable development. The UN in Viet Nam prepared a comprehensive CCA in 2021 to inform the preparation of the UNSDCF 2022-2026. The 2021 CCA examines a wide range of thematic issues affecting Viet Nam's sustainable development, with a focus on the impact of the COVID-19 pandemic and vulnerable populations at risk of being left behind. It is accessible at this [link](#).

The UN Development Coordination Office (UNDCO)'s guidance underlines that CCA should be updated annually to reflect the latest changes in development contexts and to inform policy and programming work of the UN development system in the country. In line with the guiding principle of the UNSDCF on GEWE and the UN SWAP Gender Equality scorecard minimum requirements, the UN in Viet Nam proposes to update the CCA by conducting a study that focuses on investment in gender equality and women's economic empowerment to advance progress in economic prosperity and SDG achievement in Viet Nam.

UN Women is providing financial and technical support for this analysis in close cooperation with ILO and the UN Resident Coordinator's Office (UNRCO). Hence, UN Women is looking for a national researcher team to conduct a study on investment in gender equality and women's economic empowerment to advance progress in economic prosperity and SDG achievement in Viet Nam.

The consultant will be reporting to UN Women National Programme Management Specialist and the UNRCO Economist, and will be supported by Programme Associate, who will be the point of contact on the contract and payment issues.

2. Description of Responsibilities/ Scope of Work

The successful performance of the incumbent will effectively contribute to the development of quality study reports for the updated Common Country Analysis. The study on investment in gender equality and women's economic empowerment to advance progress in economic prosperity and SDG achievement in Viet Nam builds upon the ILO's study on "Gender Diagnostics in Support of the Revision of the Employment Law in Viet Nam".

The overall objective of the study is to identify gender gaps in the labour market in Viet Nam concerning labour force participation rate, employment quality, wage gaps, and unpaid care work. ILO has undertaken an in-depth analysis of two specific sectors: wood processing and machinery. The CCA update will conduct in-depth analysis for an additional three sectors and provide a quantitative assessment of the growth benefits of the closing of gender gaps in Viet Nam's labour market. The economic impact analysis will include the O/I model and sectoral analysis.

The international consultant is contracted by UN Women will work closely the selected consultants to guide the report outline and to produce a consolidated report to be used to update the UN's CCA and inform advocacy on gender responsive employment policies and strategies, as well as programming and planning by the UN system.

Specific objectives: Under the overall guidance of the international consultant, UN Women and RCO, the consultancy aims to:

- Provide an estimation of growth benefits of closing gender gaps in labour market in Viet Nam concerning labour force participation rate, employment quality, wage gaps, and unpaid care work.
- Identify enabling factors to close gender gaps in labour market to inform policy making.
- Identify gender issue in employment in three sectors: agriculture, ICT and paid care economy in Viet Nam, and associated contributing factor to gender issues in these sector to inform policy making.
- Develop policy recommendations on closing gender gaps in labour market, especially in three sectors (agriculture, ICT and paid economy)

3. Deliverables

Under the supervision and guidance of the UN Women, ILO and RCO, the consultant team will undertake the following activities with an estimated number of working days as below that contribute to the achievement of the objective:

Task	Gender and Employment consultant (number of working days)	Econometrician (number of working days)
Develop growth benefits scenarios of closing gender gaps in labour market using quantitative models for the entire economy.	4	8
Review the existing literature and draw as much as possible on the analytical work, research reports, academic journal articles, working papers, policy papers on gender issues in employment in two sectors (ICT and paid care economy) in Viet Nam.	10	4
Analyze gender gaps in three above mentioned sectors using secondary data from national survey and census including but not limited to Labor Force Survey, Household Living Standard Survey...	10	2
Conduct a field work to have an in-depth understanding of contributing factors to gender gaps in ICT sector.	4	4
Conduct a economic impact analysis using the O/I model and sectoral analysis, based on quantitative analysis model.	6	12
Participate in technical meetings with experts to get inputs for reporting finding.	2	2
Participate in workshops to share report finding to stakeholders (UN, government and NGOs...).	2	2
Finalization of the report incorporated inputs and comments from UNs and stakeholders.	3	2
TOTAL	41	36

It is expected that the consultant team will provide UN Women with two products:

Deliverable	Expected completion time (due day)	Payment Schedule (optional)
1. A thematic report on growth benefits scenarios of closing gender gaps in labour market using quantitative models for the entire economy, which will include presentations on methodology, data sources, economic hypotheses and analysis of model results. (English)	20 October 2024	By the end of October 2024

<p>2. Gender analysis of two sectors: ICT and Paid care economy, which include the following content (at minimum) (in English)</p> <ul style="list-style-type: none"> • Overview of policies and laws. • Overview of the current situation of gender issues from secondary data and documents. • Evaluate growth effect scenarios of closing gender gaps from quantitative models; and • Policy recommendations 	<p>30 November 2024</p>	<p>By the end of December 2024</p>
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4. Consultant’s Workplace and Official Travel

This is a home-based consultancy.

As part of this assignment, the consultant might be required to travel to a province nearby Ha Noi for a fieldtrip. Work related travel of UN Women’s consultants are considered as official mission and will be arranged by UN Women, in line with UN Women’s Consultant Contract Policy, UN Women Duty Travel Policy and UN-EU cost norm.

III. Competencies

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:

https://www.unwomen.org/en/about-us/employment/application-process#_Values

FUNCTIONAL COMPETENCIES:

- Good knowledge and understanding on international commitments on gender equality, including CEDAW, CSW, Beijing Declaration and Platform for Action and SDGs.
- Strong analytical, writing and presentation skills with strong drive for results and capacity to work independently.
- Ability to provide advice, facilitation, and support.
- Strong planning and organizing skills.
- Strong interpersonal and communication skills.

IV. Required Qualifications

1. Required qualification for Gender and Employment researcher:

Education and Certification:

- Master’s degree or equivalent in development studies, Gender/ Women’s Studies, Social Studies, Environmental Studies and/or any relevant fields

Experience:

- At least 20 years of work experience in the field of social economic science research, including data collection, analysis and report writing.
- Intensive experience in conducting study and research on gender issues in labour market in Viet Nam.
- Previous experience with an international development organization or projects funded by international donors preferred.
- Employment within an academic institution is an added advantage.
- Excellent English communication and writing skills; (Samples of previous work will be required.)

Languages:

- Fluency in English is required.

2. Required qualification for Econometrician.

Education and Certification:

- Master’s degree in Economic, Mathematical Economics, Econometric

Experience:

- At least 10 years of work experience in conducting research on labour market and employment in Viet Nam
- Proven experience in conducting econometric models, analyzing and forecasting of the labour market trend.
- Previous experience with an international development organization or projects funded by international donors preferred.
- Employment within an academic institution is an added advantage

Languages:

- Fluency in English is required.

V. Criteria for Evaluation

Technical Evaluation Criteria for Gender and Employment researcher	Obtainable Score
Master’s degree or equivalent in development studies, Gender/ Women’s Studies, Social Studies, Environmental Studies and/or any relevant fields	10
At least 20 years of work experience in the field of social economic science research, including data collection, analysis and report writing.	30
Intensive experience in conducting study and research on gender issues in labour market in Viet Nam.	30
Previous experience with an international development organization or projects funded by international donors preferred.	10
Employment within an academic institution is an added advantage	10
Good English communication and writing skills; (Samples of previous work will be required.)	10
TOTAL	100

Technical Evaluation Criteria	Obtainable Score
Master’s degree in Economic, Mathematical Economics, Econometric	10
At least 15 years of work experience in conducting research on labour market and employment in Viet Nam	30
Proven experience in conducting econometric models, analyzing and forecasting of the labour market trend.	30
Previous experience with an international development organization or projects funded by international donors preferred.	10
Employment within an academic institution is an added advantage	10
Good English communication and writing skills; (Samples of previous work will be required.)	10
TOTAL	100

V. How to Apply

Interested candidates are requested to submit electronic applications no later than 28/08/2024 Ha Noi time.

Submission package with email title [**TOR-VNM-2024-024Research team on Gender and Social Protection**] needs to send to email:

hr.vietnam@unwomen.org

- **Personal CV or P11 (P11 can be downloaded from:**

<https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/About%20Us/Employment/UN-Women-P11-Personal-History-Form.doc>)

- A cover letter (maximum length: 1 page)
- [An example of report with similar topic.](#) .

***NOTE:**

*** Documents required before contract signing:**

- The medical statement from the physician certifying good health to work and travel. (This is not a requirement for RLA contracts).
- Copy of Health Insurance Card
- Completed UNDSS BSAFE online training course.
EN: <https://agora.unicef.org/course/info.php?id=17891>
- Release letter in case the selected consultant is government official.

*** Regarding application submission:**

- Applications received incomplete or after the closing date will not be considered.
- Only successful applicants will be contacted to be advised of the next phase of the recruitment process.
- All applications will be treated in the strictest confidence.

UN Women is committed to achieving workplace diversity in terms of gender, nationality and culture.

People from minority groups, indigenous groups and people with disabilities are equally encouraged to apply.

At UN Women, we are committed to creating a diverse and inclusive environment of mutual respect. UN Women recruits, employs, trains, compensates, and promotes regardless of race, religion, color, sex, gender identity, sexual orientation, age, ability, national origin, or any other basis covered by appropriate law. All employment is decided on the basis of qualifications, competence, integrity and organizational need.

If you need any reasonable accommodation to support your participation in the recruitment and selection process, please include this information in your application.

UN Women has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UN Women, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. All selected candidates will be expected to adhere to UN Women's policies and procedures and the standards of conduct expected of UN Women personnel and will therefore undergo rigorous reference and background checks. (Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.)