

Terms of Reference

INTERNATIONAL TRAINER ON GENDER INTEGRATION IN CLIMATE CHANGE ADAPTATION DESIGN

1. Background

The Vietnam NGO Climate Change Working Group in Vietnam (CCWG) established in early 2008 brings together INGOs, Vietnamese NGOs, development agencies and other professionals who contribute to reducing the vulnerability of poor people in Vietnam to the impacts of climate change through NGO coordination, advocacy and capacity building for environmentally and economically sustainable and socially just responses to climate change. The CCWG seeks to contribute to reducing the vulnerability of poor people in Vietnam to the impacts of climate change through non-governmental organization coordination, advocacy and capacity building for environmentally and economically sustainable and socially just responses to climate change.

USAID's Vietnam Forests and Deltas program will support acceleration of Vietnam's transition to climate-resilient, low emission, sustainable development by improving land-use planning and forest and natural resource management and engaging communities in development of action plans to address climate risks and vulnerabilities. The program will inform ongoing GVN efforts to develop and implement its National Target Program to Respond to Climate Change and the Green Growth Strategy. Through an evidence-based cycle of analysis, demonstration, evaluation, and replication, the team will empower GVN, communities, and nongovernmental organizations to develop inclusive, equitable solutions tailored to the unique characteristics and challenges of Vietnam's forests and deltas.

With its commitment to improve gender equality in climate change context, the Program cooperates with the Climate Change Working Group (CCWG) to conduct a training need assessment with member organizations of CCWG. The survey found the topic "Integrating Gender in climate change adaptation design" is prioritized by most of the people answering the questionnaires.

To prepare for such workshop, Vietnam Forests and Deltas and the Climate Change Working Group are seeking for an experienced international consultant with the following requirements:

2. Scope of Work and Activities:

The Consultant will be responsible to develop materials and facilitate training workshop on Integrating Gender in climate change adaptation design in a participatory approach. The target audiences of these workshops will be senior staff/leaders or gender focal person of CCWG members, Vietnamese NGO working in Climate change, as well as focal points from national Government agencies who working in climate change sector.

The Consultants will be expected to perform the following duties under the overall supervision of the Gender Specialist of Vietnam Forests and Deltas and the NGO Climate Change Working Group (CCWG) Coordinator.

- To develop participatory training program and materials. The training contents should focus on update gender mainstreaming approaches, experiences, successful model in CCA interventions in the world, and context-tailored tools;
- Facilitate training workshop adopting participatory training approaches to ensure that participants can develop the new knowledge and skills on their existing experiences and knowledge;
- Write final training report which reflect results of the training, recommendations of participants and proposed follow up work plan.

3. The working time of the consultants, time and location of training

The training workshop will be organized in the period April – May, 2015

The working days for a consultant for a 2.5 (two and a half) day training workshop will not exceed 6 days.

Location of the workshops is in Hanoi, Vietnam

4. Final Products and Deliverables (in English)

- ✓ Approved training program and working schedule
- ✓ Final training documents and materials (electronic and hard copies)
- ✓ Final training reports

5. Required qualifications and experience

- At least Master degree (or equivalent experience) in the related field
- Minimum ten (10) years of professional experience in a field related project management and training;
- Proven skills in capacity building of local government agencies, with experience providing trainings on the above mentioned topics;
- Previous working experience with USAID funded project is an advantage
- Fluent in written and spoken Vietnamese and English.

6. Application procedure

Interested candidates with the right qualifications and motivation are invited to send: 1) Full CV in English; and 2) A proposal addressing (i) the understanding of the assignment, (ii) short description of methodology, (iii) budget proposal, (iv) evidence of technical capacity and relevant experience, and (v) three references, including contact details by email to the following address: winrockvfd@gmail.com, son.le@winrock.org

Please place “Gender mainstreaming in CCA design for CCWG” in the subject box.

The closing date for proposals is 5p.m. on 31/3/2015. Only shortlisted candidates will be contacted for interview.