

Consultancy for Conducting a Gender Analysis GA in Lebanon with a focus on Gender-based violence Terms of Reference (ToR)

April 26, 2024

Terre des Hommes Foundation

The Consultant should submit a detailed proposal with the following components:

1. **Technical proposal**
* Maximum of ten pages outlining the consultant(s)’s understanding of the TOR and the proposed methodology, approach and theoretical framework underpinning the assignment.
* Detailed workplan, in-line with the deliverables and timeline outlined in this ToR.
* CV of all consultants to be involved in this assignment.
* List of previous experience and/or clients relevant to this consultancy.
* At least one sample of similar previous work.
* Copy of newly issued juridical record for nationals.
* Copy of ID or passport.
1. **Financial proposal**
* Itemized consultant’s fees and costs - consultant should indicate professional daily rate including all cost to be invoiced to Tdh.
* Provide proof of Ministry of Finance of Lebanon registration (Fiscal number) if available; in case the consultant cannot provide proof of MOF registration, 7.5% will be deducted from the proposed daily rate.

Please take into consideration that under consultancy agreement, Tdh will not provide any employees perks and benefits. The proposed daily rate should be inclusive of all costs, including any costs for communication and transportation.

**CONTACT PERSON EMAIL :**lbn.hr@tdh.ch

**DESCRIPTION:**

OVERVIEW

Terre des hommes foundation (Tdh) established its presence in Lebanon in 1977 and is one of the leading child aid actors with a focus on the protection of the most vulnerable children and youth. Due to the long presence and experience in the country, Tdh was able to build strong relationships with communities, local partner organizations and local authorities through its work in providing children and youth up to 24 years with specialized services and committing to bringing meaningful and lasting change to their lives, especially those exposed to risk. Tdh strives for the effective application of children’s rights as defined by the UN Convention on the Rights of the Child and other relevant human rights instruments. Tdh is impartial and independent and supports vulnerable children and their families, regardless of their ethnic background, gender, religion, or political affiliation.

The organization supports and works with girls, boys, youth, men and women, from refugees and host communities, both from Syria and Palestine as well as Lebanese communities, through its Migration and Access to Justice Programs in Beirut, M. Lebanon, Bekaa/Baalbeck-Hermel, South, and Nabatiyeh Governorates, including the Palestinian camps and gatherings. Our projects are covering both rural and urban areas but also hard to reach areas – next to borders with Palestine and Syria. Directly and/or through diverse local partners, Tdh implements a four-pronged approach – prevention, response, capacity building and systems strengthening – to ensure the protection, enhance the resilience and improve the well-being of the targeted population, while promoting their capacities to become agents of the social change in their communities. As part of Tdh's organizational commitment towards gender and diversity G&D inclusion, the Tdh MEAL team and in collaboration with the project team, abides to the G&D policy at the design, implementation, analysis, and reporting phases to ensure needed actions to lead to gender and diversity-aware interventions are achieved and needed actions for future projects are agreed upon. Overall, the project interventions are tailored to ensure that vulnerable groups, considering their gender, nationality, age, and disability status, receive equitable and quality services according to their needs.

PROJECT CONTEXT

The intended Gender Analysis study is directed towards the prevailing humanitarian emergency in the area, which has been sparked by escalating violence in Gaza and its spillage into Southern Lebanon. The continuous military operations since October 2023 have led to extensive destruction, widespread internal displacement, and heightened security risks along the southern Lebanese border. This ongoing humanitarian emergency in Southern Lebanon has caused the displacement of more than 90,859 individuals, with 1,501 of them seeking refuge in 18 collective shelters. Moreover, it has resulted in the closure of numerous schools, impacting over 6,000 children, and has intensified vulnerabilities for women and various marginalized groups, including refugees, the elderly, migrant workers, and LGBTQ+ individuals.

Before this time, Lebanon had been also undergoing a series of compounded crises, both social and economic, leading to severe consequences for both Lebanese and non-Lebanese communities. Even before these crises, gender-based inequalities were deeply ingrained in society, particularly impacting women, especially those from marginalized backgrounds. During emergencies, social norms can change disproportionately affect the lives of women and girls. Moreover, the ongoing and past crises have intensified existing risks faced by marginalized groups, including exploitation and gender-based violence (GBV). Women and girls with disabilities, migrant workers, LGBTQI+ individuals, and others in marginalized communities are particularly vulnerable, especially given the worsening economic conditions and limited access to services.

PURPOSE OF CONSULTANCY

Tdh foundation in Lebanon is looking to hire an individual consultant, team of consultants or firm, to conduct a Gender Analysis (GA) in different areas of Lebanon including South (with focus on internally displaced people IDPs), Beirut/Mt. Lebanon, and Bekaa/Baalbeck-Hermel regions, with a particular emphasis on Gender-Based Violence (GBV) and related social norms and practices affecting the most marginalized groups, particularly women and girls with disabilities, migrant domestic workers, LGBTQI+ and women and girls from vulnerable Lebanese and refugee communities.

The main objective of this consultancy is to conduct a Gender Analysis for the current situation following the high number of the internally displaced population following Tdh’s GA approach and develop one GA report. The GA will provide a deeper understanding of gendered roles, social norms and practices, capacities and vulnerabilities, and power relations amongst targeted affected communities.

The scope of the analysis is expected to add a primary focus on GBV, by exploring and highlighting gendered social norms and practices that contribute to increasing GBV risks, as well as women’s priorities and recommendations for community-based prevention and risk mitigation. Key areas of analysis should include:

* **Power dynamics**
* **Gendered social norms and practices including gendered roles and division of labor.**
* **Access and control over resources**
* **Decision-making, leadership, and participation**
* **Distinct protection concerns, including but not limited to GBV.**

The GA will form part of the situation analysis and lead to inform the design of gender and protection interventions as well as design and implementation of GBV prevention and response activities. It should therefore highlight women’s and girl’s aspirations and distinct priorities as well as recommendations for Gender and Protection interventions.

METHODOLOGY

Building on Tdh’s existing expertise, the GA will rely on a qualitative methodology using participatory approaches and tools, such as activity clocks and community and resource maps.

The consultant will be responsible for developing child-friendly data collection tools to be utilized with children and youths from diverse backgrounds. These tools will be provided to Tdh as deliverables and must undergo validation as part of the inception report. Emphasizing robust participation from children and adolescents/youth is imperative, aligning with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC), which underscores the importance of their involvement and empowerment in decision-making processes. This entails granting them the opportunity to contribute to decisions that affect them, ensuring their voices are heard, and acknowledging their input in decision-making.

Tdh and its partners can assist in participant identification, yet consultants are encouraged to propose their own outreach and sampling strategy. Potential participants can be drawn from the ongoing PRM-funded projects in relevant regions, where psychosocial support (PSS) and life skills activities are being conducted. Interventions and advocacy efforts will be informed by the issues identified through data collection. In cases where gender-based violence (GBV) is identified or reported during data collection, specialized Tdh team should be alerted, and appropriate action will be taken. Enumerators recruited should be trained on gender sensitivity and GBV risks ensuring compliance with these protocols.

The methodology should include a review of existing literature on gendered power dynamics and relationships, social norms, and practices and GBV. The consultants are expected to propose a detailed methodology, with sample size and data collection plan. Sample of focus group discussions FGDs should be conducted per region, capturing women’s diverse lived experiences and needs. Additionally, data collection exercises (e.g., in-depth interviews), should be conducted in mixed groups, one for each targeted affected community per each region, to capture men’s reflections and behaviors and to observe gendered dynamics and relationships, building on the recognition that most mainstream data and assessments already capture the experiences and needs of men across communities and often fail to include those of women, particularly the most marginalized. Finally, sample of Key Informant Interviews per area should also be conducted with organizations delivering gender programming and/or conducting gender-focused research and assessments, including, but not limited to, GBV actors.

An intersectional lens will be applied to the analysis, and focus will be put on capturing the lived experiences, needs and priorities of women from the most marginalized groups, particularly women and girls with disabilities, migrant domestic workers, LGBTQI+ and women and girls from vulnerable Lebanese and refugee communities. The GA should also capture distinct experiences of women from different age groups, including children (12-18), youths (18-25), and adults (25+).

The methodology will be validated and revised during the inception of the assignment, in close collaboration with Tdh’s regional specialist for technical review.

DELIVERABLES & TIMELINE

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| ***Deliverable*** | **Responsible** | **Number of Days** | **Timeline** |
| ***Application deadline*** | *Consultant* | *N/A* | *May 7th 2024* |
| ***Inception meeting*** | *Consultant* | 0.5 | *May 14th 2024* |
| ***Desk Review*** | *Consultant* | 5 | *May 15th to 21st 2024* |
| ***Adjust methodology and design tools*** | *Consultant* | 2 | *May 22nd-23rd 2024* |
| ***Review and feedback on methodology and tools*** | *Tdh (CR/HoP/PM, MEAL/GRO/Regional Specialist)* | *3* | *May 30th 2024* |
| ***Finalize methodology and tools (tested and translated in 2 versions)*** | *Consultant* | 1 | *May 31st 2024* |
| ***Conduct data collection exercises (FGDs, KIIs, IDI, etc.) by trained people on GBV and gender sensitivity*** | *Consultant supported by Tdh’s and partner(s)’ facilitators* | 9 | *June 28th 2024* |
| ***Data analysis*** | *Consultant* | 3 | *June 18th 2024* |
| ***Presentation and discussion of preliminary findings for each region*** | *Consultant* | 0.5 | *July 1st 2024* |
| ***Report writing*** | *Consultant* | 5 | *July 9th 2024* |
| ***Review and feedback on report*** | *Tdh (CR/HoP/PM, MEAL/GRO/Regional Specialist)* | *5* | *July 16th 2024* |
| ***Final reports and ppt. submission*** | *Consultant* | 3 | *July 20th 2024* |

Feedback and communication:

Feedback mechanisms are integral to the study's success and the ethical engagement of participants. It is proposed that both Tdh and the consultant consider sharing the study findings with the participants, ensuring transparency and accountability. Moreover, discussions should be held regarding the potential mobilization of interviewees into committees for subsequent phases of the project or the design of upcoming interventions. This approach not only fosters community ownership and empowerment but also enhances the relevance and effectiveness of future initiatives.

ETHICS:

The consultant is obliged to respect the following ethical and child protection requirements:

* **Conflict of interest:** The consultant must demonstrate the necessary independence and declare any conflict of interest and potential biases, including bias towards any of the stakeholders, target groups, types of methodologies or approaches, social, political, or religious prejudice.
* **Based on rights and ethics:** The consultant must respect the rights and dignity of participants as well as comply with relevant ethical standards and Tdh’s Child Safeguarding Policy. The study must ensure appropriate, safe, non-discriminatory participation, a process of free and un-coerced consent and withdrawal and confidentiality of participants. The informed consent of each person (including children) participating in data collection should be documented.
* **Respect:** We will respect the variety of children’s and participant’s experiences, cultural backgrounds and perspectives.
* **Beneficence**: We will promote the wellbeing and interests of children and youths and ensure that the study benefits them.
* **Non-maleficence:** We will ensure that the study does no harm, either through action or omission, and puts in place measures to mitigate any possible harm to all participants, but in particular children and youths.
* **Justice:** We will balance the burden of participating in the study and its’ benefits to ensure there is justice for children and youths in tackling their rights.

 CONSULTANT PROFILE

* At least 5 years of relevant experience, especially with NGOs and/or academic organizations, focused on gender and gender-based violence in Lebanon.
* Field practice in humanitarian crisis is necessary.
* Master’s degree in Gender Studies, Political Science, Development Studies, or any related discipline.
* Demonstrated solid understanding of gender issues in Lebanon and as they relate to the current context.

COMPETENCIES

* Demonstrated skills and experience in conducting gender analyses or research around gender, women’s rights, GBV or related subjects.
* Demonstrated skills and experience in designing and implementing participatory data collection exercises.
* Experience in designing, implementing, or evaluating gender programming.
* Demonstrated skills and experience in conducting qualitative research around gender issues in Lebanon.
* Excellent communication and writing skills.
* Fluency in English and Arabic.

PSEA AND CHILD SAFEGUARDING

Tdh Foundation, Lausanne has a zero tolerance to Sexual Exploitation and Abuse of beneficiaries. Protection from Sexual Exploitation and Abuse (PSEA) is everyone’s responsibility, and all staff are required to adhere to the Code of Conduct, that enshrines principles of PSEA, always (both during work hours and outside work hours). Familiarization with, and adherence to, the Code of Conduct is an essential requirement.