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## Terms of Reference

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**Position Title:** Consultant – Developing training manuals and capacity building on gender mainstreaming in climate change initiatives and negotiations in Africa  
**Position Location:** Remote  
**Reports to:** ICCASA Project Manager  
**Contract term:** June 1, 2018 – January 31, 2019 (50 days)

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### Overview

WUSC – World University Service of Canada – is a leading Canadian non-profit organization in international development, committed to providing education, employment and empowerment opportunities that improve the lives of millions of disadvantaged youth around the world. WUSC is working in partnership with the CGIAR Research program on climate change agriculture and food security (CAAFS), African Working Group on Gender and Climate Change (AWGGCC) and Women in Global Science and Technology (WISAT) to implement a project on Inclusive Climate Change Adaptation for a Sustainable Africa (ICCASA)

**The aim of ICCASA is** capacity building of policy makers and climate negotiators to integrate gender into national climate change policies and negotiations, supported by a range of new, responsive knowledge products developed on gender, Nationally Determined Contributions, National Adaptation Plans, and other national policies. Implementing objectives of ICCASA program aligns well with international and continental commitments designed to achieve equality between men and women to support sustainable development. ICCASA will build and sustain the long-term capacity of key critical stakeholders to design, implement, monitor and evaluate gender responsive climate change policies. Specifically, ICCASA will improve policy makers' knowledge of a) UNFCCC decision-making processes and b) gender and climate change discourse within UNFCCC, so they can effectively engage with these and translate the outcomes into national level implementation.

### Expected Deliverables

In consultation with the ICCASA team (Co-team leaders and project manager) the consultant will deliver on the following

1. Develop **two** training manuals (that places emphasis on practical skills development of participant through group work, exercises, roles plays etc.) as follows:

- Training manual 1: **Gender responsive climate change policy-making for national policy makers;**
  - Training Manual 2: **Gender responsive negotiations for AGN and national gender focal points.**
2. Using the above training manual, conduct 2 training workshops for the following target groups
    - 3-day capacity-building workshop for government members of parliaments and government technical experts from various ministries including finance, energy, agriculture, planning etc. (slated for October 2018)
    - 1-day capacity-building workshop for AGN members during the Twenty-Fourth Conference of Parties (COP24) in Katowice, Poland (slated for December 2018)
  3. After the training workshops, in conjunction with ICCASA team organize a webinar to share experiences with wider audiences in Africa

### Expected Timelines

The Consultant will be expected to complete the deliverables within the following timeframe: June 1, 2018 – January 31, 2019.

Deliverable	Expected outputs	Expected Timeframe	Number of days
1. Development of 2 training manuals on gender responsive climate change for Africa	2 manuals, Blog and Infonote	June 1 -June 15, 2018	30
2. Capacity-building workshop for government members of parliaments and government technical experts (Addis, Ethiopia)	1 workshop report and Blog	October, 2018	5
3. Capacity-building workshop for AGN members during the Twenty-Fourth Conference of Parties (COP24) in Katowice, Poland	1 workshop report and Blog	December, 2018	4
2. Webinar	Blog	January 2019	1
3. Final report	Final Report, blog and Infonote	31 <sup>st</sup> January 2019	10

### Expected Qualifications of Consultant

- Advanced degree in education and work experience in gender mainstreaming in climate change programs and other development initiatives
- Solid experience in developing training manuals on gender mainstreaming/integration

- Professional experience of at least three years in training on gender mainstreaming strategies including principles and tools
- Have excellent understanding on the application of one gender responsive tools for use in programs and initiatives
- Have a good knowledge of the gender issues in all Africa's sub-regions including the Small Island Developing States (SIDS)
- Ability to give a training session in English and French.

### Application Process

To apply for this post, please submit the following to [infonbo@wusc.ca](mailto:infonbo@wusc.ca) before or on Wednesday 23 May 2018. Please include:

1. Cover Letter – expressing why you are interested and suitability for the role
2. CV
3. 3 Professional References