***Sample Terms of Reference (TOR)***

***Gender Assessment***

**Objective**

The main objective of a gender assessment is to collect gender-specific data that will lead to gaining knowledge on roles of women and men in the project area, the decision-making processes among women and men at the community level, control over the management of natural resources and the types of resources, access to land by women and men in the project area, etc. This is in view of identifying gaps and solutions to improve women’s participation in conservation and promote more equitable management of and benefits from the use of natural resources among women and men.

**Specific Objectives**

1. Collect data disaggregated by sexes et age groups in at least five domains of the gender assessment – access to resources (revenues, employment, land, etc.); roles, responsibilities and utilization of time; norms, beliefs and perceptions; laws, policies, institutional practices; and decision-making processes.
2. Identify constraints and opportunities for the full participation of women into the project activities.
3. Identify economic activities of interest to women and men to bring them to stop environmentally unsustainable practices.
4. Formulate recommendations to orient the implementation of a gender-responsive project.
5. Reinforce all project staff knowledge and capacity in the implementation of a project sensitive and responsive to gender issues.

**Scope of Work**

* Elaboration and preparation for the data collection
  + Literature review and desk study of existing gender-related data and information; preparation of the data collection tools
  + Partner Identification Meetings
  + Stakeholders Analysis results donce as part of the ProDoc, will provide further details on gender-related issues, dynamics, roles specific to the project area
  + Data collection in the project site

For each survey site, the general steps mentioned below may be followed:

* Organize information sharing meetings with stakeholders of the project (local authorities, community leaders, etc.) to inform them of the survey objectives, the methodologies used and the timeline for data collection and potential timeframe to share with them the results of the survey.
* Organize a separate meeting with community-based organizations and local associations identified in the project area.
* Hold individual interviews or conduct focus group discussions with various age-groups to gather further qualitative data about the local gender dynamics and the context of this particular area.
* Proceed to conduct household interviews in the various pre-selected sites for the survey.
* Set up a meeting with local authorities and others to give a synthesis of how things went during data collection and set a timeframe to come back to the community to disseminate the survey results and share recommendations with them.
* Data analysis:
* Data cleaning and coding is done by a team trained in doing this type of work; questions may be asked to interviewers at this point to fix discrepancies in the data
* Data analysis is done; results are compiled into graphs, figures, tables, etc. and data interpretation follows.
* Production of the survey report:
  + The survey report is produced and shared with all relevant staff/stakeholders for comments, where a workshop on results sharing may be appropriate to collect comments before the final report is produced and distributed.

**Expected Outputs**

* **A report detailing baseline data** on the gender dynamics and the status of women in the context of the project and relating to conservation, which will constitute the project’s base for a monitoring and evaluation plan for gender integration.
* **A set of recommendations** that can be incorporated into project design in order to ensure improvement of women’s conditions in general and more specifically as it relates to conservation work and equitable access to and benefit from resources, in each targeted area of the project.
* **A gender mainstreaming action plan or strategy** is developed according to the survey results and recommendations, for implementation of gender-responsive activities throughout the life of the project in the project.
* **A list of key gender-related indicators** are identified and included in the project M&E plan, which include sex-disaggregated data wherever possible.

**Consultant Skills and Experience-**

He/she should possess:

* Proven experience in evaluation and/or conducting socio-economic surveys with expertise in gender-related work;
* Previous experience and good comprehension of the local context where the survey will be conducted;
* Knowledge of the local language in the survey area is strongly suggested;
* A set of available documents and examples of previous similar work accomplished, to

provide to the selection committee