



TERMS OF REFERENCE

Consultancy to support Development of a UNCCD corporate gender policy

Consultancy reference number: CCD/22/ERPA/C/58

Background

The objective of the United Nations Convention to Combat Desertification (UNCCD) is to combat desertification and land degradation and to mitigate the effects of drought in affected countries around the world, particularly in Africa, through effective action at all levels. Established in 1994, the UNCCD is the sole legally binding international agreement linking environment and development to sustainable land management.

In 2017, by decision 30/COP.13, Parties to the UNCCD adopted the Gender Action Plan (GAP)¹ recognizing that all aspects of the Convention have gender dimensions and calling for further mainstreaming of gender equality into policies and activities addressing desertification/land degradation and drought (DLDD), notably in the context of the UNCCD 2018–2030 Strategic Framework. This has been reaffirmed at the 14th session of the COP in New Delhi in September 2019 and the 15th session of the COP in Abidjan in May 2022. In 2018, the UNCCD secretariat joined the UN System-wide Action Plan (UN-SWAP) for Mainstreaming Gender Equality and the Empowerment of Women, which defines commonly agreed standards and coordinated approaches for the UN system to reach its gender mainstreaming goals and to measure progress systematically.

The UNCCD GAP and the UN-SWAP provide the overall objectives and general principles for integrating gender equality and women's empowerment into the work of the Convention secretariat and the Global Mechanism (GM), and for supporting Parties to advance gender mainstreaming at the national level. With the aim to ensure effective implementation toward the objectives of the GAP, in line with the principles of the UN-SWAP, the secretariat and the GM are currently checking whether their capacities, policies and practices are adequate to support the inclusion of gender equality in their activities. A survey on internal capacity for gender mainstreaming was recently carried out, and a gender audit was also conducted last year. These two activities are meant to assess the extent to which the UNCCD staff has the

capacity to recognize and bring forth gender issues in their work, and to clarify how gender equality is currently taken into account in the planning, policies, programs, structure and processes as well as the budget of the secretariat and the GM. They also identified related gaps and challenges.

The first UN-SWAP Performance Indicator requests each participating entity to have an: “Up to date gender equality policy, including gender mainstreaming and the equal representation of women, policies and plans implemented”, which is yet to be prepared for the UNCCD secretariat, covering also the GM. The results of the gender capacity assessment and the gender audit provide the starting point for the development of such policy. For ensuring that the policy will be operational and achieve what it plans to achieve, also an implementation plan including accountability for follow-up, timelines, resources, and capacity development, will be developed as part of the policy. This corporate gender policy will be aligned with normative frameworks for gender equality and the empowerment of women (GEEW), the UN-SWAP, and established through a participatory internal process that will be supported

¹ GAP: https://www.unccd.int/sites/default/files/documents/2018-01/GAP%20ENG%20%20low%20res_0.pdf
Roadmap to the GAP implementation: <https://www.unccd.int/sites/default/files/sessions/documents/2022-02/cop17%20-%20gender%20advance%20copy.pdf>



by an external expert as a consultancy. The terms of reference for that consultancy are outlined in this document.

Objective of consultancy

The consultant will finalize the UNCCD corporate gender policy document and support with the drafting of accompanying official documents and trainings.

Duties and Responsibilities:

Under the overall supervision of the External Relations, Policy and Advocacy (ERPA) unit Chief and working directly with the assigned officer, the consultant will be expected to carry out the following main tasks:

1. Review the background documents related to GEEW including, GEEW policy guidance, UNCCD COPs decisions, GAP and its implementation roadmap, UNCCD 2018–2030 Strategic Framework, UN-SWAP reports and other planning and reporting documents, operational manuals, and programme documents where relevant.
2. Drafting of the UNCCD Gender Policy and the implementation plan - proposing various options including for the UNCCD gender architecture.
3. Hold discussion with the UNCCD staff, its senior management and relevant stakeholders/partners to finalize the policy and its implementation plan.
4. Conducting initial assessments for the effective implementation of key elements included in the policy such as the gender marker by the UNCCD secretariat and the Global Mechanism; and suggest institutional partnerships to support the implementation of the policy, as appropriate.
5. Prepare presentations to introduce the policy to staff and other relevant stakeholders; organization of workshop(s) and/or training on the content of the corporate gender policy and the implementation plan as required.
6. Identify institutions to support the capacity building needs of staff in areas identified in the policy and provide inputs to the UNCCD Capacity Building plan.
7. Finalize (review, edit and design) the gender policy and its implementation plan, incorporating input from various stakeholders.
8. Perform any other tasks as required.

Deliverables

The consultant will be paid on an output basis. The following outputs are expected:

- Output 1: Gender Equality Policy and implementation plan
- Output 2: Mapping of institutions and potential partnerships to support the capacity building needs of the UNCCD
- Output 3: Workshop/Training on the content of the policy

Contractual terms

The service of the selected consultant is estimated to be during November 2022 until January 2023. This contract is home-based, and payment is upon received deliverables. All products resulting from this contractual arrangement are the exclusive property of the UNCCD.

Requirements

- Advanced university degree (Master's degree or equivalent) in a field relevant to the assignment, for example in gender studies, development studies, international relations or other relevant public administration or social science subject.
- At least 10 years of relevant experience in programme planning and management concerning gender equality in an international context; work experience on gender equality in the UN system will be an asset.



- Experience in strategy development, preferably for gender mainstreaming and the empowerment of women.
- Experience in monitoring and reporting against indicators on gender equality; good knowledge of the UN-SWAP will be an asset.
- Experience in making presentations and conducting training on gender equality.
- Proven excellent communication and writing skills in English language is required.

Special notice

Only individuals who can act as independent, individual economical operators are qualified to apply. Individuals who can provide their services only on account of an institution or enterprise not in their individual capacity are not eligible under this procedure.

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations Secretariat and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultant and individual contractor is responsible for determining tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

Submission of application

Applications should be submitted by e-mail to staffing@unccd.int with a UNCCD Personal History Form², CV and cover letter, specifying the reference number: [CCD/22/ERPA/C/58](#).

The deadline for applications is **09 November 2022**. Only applications submitted by the deadline and with complete documentation will be taken into consideration.

Due to the volume of applications received, receipt of applications cannot be acknowledged individually. Please address your application as indicated above and please do not address or copy your application to an individual at the Secretariat or Global Mechanism. Candidates who do not receive any feedback within three months of the deadline should consider their application as unsuccessful.

Date of issuance: 20 October 2022

² UNCCD P-11 form in electronic fill-in .pdf OR .docx format available: <https://www.unccd.int/about-us/secretariat/vacancies/applying-unccd>