



TERMS OF REFERENCE

For Ethnic Minority and Gender Expert

Project Title: Women in Politics, Public Administration and Civil Society

Duty Station: Yerevan and one region (marz) of Armenia

Duration: 01 February 2024 – 15 May 2024

A. Background and Description

Within the framework of “Women in politics, public administration and civil society” project (hereinafter “the WIP2.0 Project”), the core strategy focuses on women’s empowerment and participation in decision-making as the key to a more inclusive society. To maintain and expand a critical mass of female leaders as local change makers, the WIP2.0 Project will mobilize the civil society organizations at the grassroots level to support the policy and practice change to enable women empowerment and participation in decision-making.

The Project will apply the participatory approach to:

- bring the learning and expertise from the civil society actors to promote local solutions for addressing the harmful practices contributing to gender discrimination at community levels - via local initiatives and campaigns on gender equality and women empowerment;
- build a consolidated movement of civil society for addressing the institutional challenges and deeply rooted barriers toward a more inclusive and equal society;
- build the capacity of civil society organizations (CSOs) on gender equality related work;
- expand further the network of female leaders as the local change makers.

Activities engage a participatory approach and design collective solutions to address pressing issues of gender inequality and social exclusion in the society. The Project targets and engages the most vulnerable and disadvantaged groups of society, focusing on women with disabilities, women from minority groups, and poor women – via direct engagement of CSOs representing these social groups, as well as ensuring their participation in the regional dialogue events.

Activities target all civil society actors - registered CSOs, activist groups, local initiatives, professional unions and media.

B. DESCRIPTION OF THE ASSIGNMENT

The Objective of the Assignment

To provide expert support in the areas of ethnic minority and gender equality to OxYGen in its main strategic focus under the WIP 2.0 Project in relation to gender equality, women rights and women empowerment in Armenia through strengthening the role of civil society. The assignment will focus on the topic of “**Ethnic minorities: Recognizing, Empowering, and Including Ethnic Minority Women**” (Promoting Equality and Inclusion, addressing challenges).

Requested services

1. Facilitate at least **2 policy dialogue events** (offline formats in different communities) on “**Ethnic minorities: Recognizing, Empowering, and Including Ethnic Minority Women (Promoting Equality and Inclusion, addressing challenges)**” with the focus on women’s representation from ethnic minorities in socio-cultural and political fields, women’s involvement in local government, identification of gaps in the legislation and their impact on gender equality, language inaccessibility, the role of CSOs in the process of empowering women, etc. The policy dialogues will host local women and ethnic minority organizations, activists, Women Taskforce members, representatives of marginalized women groups, Local Self Governments (LSGs) and key decision-makers from national and local levels, and experts to collect the evidence on the local challenges and amplify the local solutions.

The dialogue events will be held during the period **01 February 2024 - 31 March 2024**.

After the dialogue events prepare **1 bilingual communique**.

2. Develop **1 policy brief** on policies and practices based on the dialogue events highlighting the problems and analyzing the gaps in the field from the perspective of gender equality. The policy brief should also contain comments analyzing existing issues, recommendations and challenges.

The **policy brief will be bilingual** and delivered after policy dialogue events **by April 15, 2024**.

3. Facilitate **1 national-level and 1 local level advocacy** meetings on “**Ethnic minorities: Recognizing, Empowering, and Including Ethnic Minority Women (Promoting Equality and Inclusion, addressing challenges)**”, to present the collected recommendations, gaps, challenges, and collect further recommendations during the meeting.

The **2 meetings** will be held **by May 10, 2024**

After the meetings (1 national-level and 1 local level advocacy meetings) prepare **2 bilingual communiqués** with **finetuned recommendations and implementation roadmap**.

4. Provide other technical advice to the Programme Manager and Project team in identifying stakeholders and in drafting Project documents as necessary.

C. Deliverables

- 1 communique/ minutes on Policy dialogue events (in Armenian and English)
- 2 communiqués for national and local level advocacy meetings (in Armenian and English)
- 1 policy brief (in Armenian and English)
- Materials used during the events.

D. Qualifications and Experience Requirements

- Familiarity with the specific challenges and dynamics related to ethnic or national minorities in Armenia or similar contexts.
- Demonstrated experience in conducting policy analysis, advocacy, and research on ethnic-minority and gender-related issues, with the ability to analyze policy issues and provide evidence-based recommendations.
- In-depth knowledge of gender equality principles and practices, including a strong understanding of gender-based discrimination and inequalities.
- Sensitivity to cultural and diversity issues, particularly as they relate to ethnic or national minority groups.
- Expertise in facilitating policy dialogues, meetings, and workshops.

- E. Applications (including CV, narrative and financial offers with detailed budget of the Assignment) can be submitted by email to info@oxygenfund.am by CC-ing to gabovyan@oxygenfund.am by **17:00, January 31, 2024**.

Subject line: Ethnic minority and gender expertise

“Women in Politics, Public Administration and Civil Society” project is delivered by the UNDP in partnership with the RA Ministry of Territorial Administration and Infrastructure and OxYGen Foundation in collaboration with the UK Government’s Good Governance Fund.