

OPEN CALL
for
EXPERT IN GENDER MONITORING AND MENTORSHIP

PROJECT: WOMEN IN POLITICS, PUBLIC ADMINISTRATION AND CIVIL SOCIETY

TERMS OF REFERENCE

Deadline: 24 July 2024

A. Background

Within the framework of the “Women in politics, public administration and civil society” (hereinafter “the WIP 2.0 Project”), funded by UK Good Governance Fund (UK GGF) and implemented by OxyGen in collaboration with UNDP 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 Project mobilizes the civil society organizations at the grassroots level to support the policy and practice change to enable women empowerment and participation in decision-making.

B. Project objectives and activities

The Project implemented by OxyGen will contribute to the following main objective of the WIP 2.0 project, particularly, **Strategic Focus 3:**

Strengthen the role of civil society in setting agenda, contributing to decision-making and monitoring of governance processes on gender equality, women rights and women empowerment in Armenia.

Through its intervention the Project will:

- 1) Consolidate the movement of gender equality organizations and activists for collective actions to shift attitudes and behaviours around women empowerment, challenge gender inequality at institutional levels, and advocate for creating environments that foster the full exercise of women's rights.
- 2) Amplify the voices of women who are historically marginalized and support women leaders from diverse backgrounds by ensuring their participation in the dialogue events, and drive change in their communities, through women-led local initiatives.
- 3) OxyGen is responsible for implementing the following 4 main bulks of activities:

Activity 3.1. Policy dialogue events for accumulating the local knowledge and policy solutions

Activity 3.2 Advocacy meetings to discuss the policy proposals for supporting country reforms for women empowerment

Activity 3.3. Community-based advocacy initiatives led by women

Activity 3.4. Public information initiatives for addressing practices and perceptions hindering women's empowerment in the country.

C. DESCRIPTION OF THE ASSIGNMENT

➤ **The Objective of the Assignment**

In collaboration with the UNDP Armenia and the British Embassy to Armenia, the OxYGen Foundation is launching a comprehensive Mentorship Program for five months to support ten local non-governmental organizations (hereinafter, NGOs) in Armenia. This initiative aims to (i) enhance NGOs' capacity to effectively monitor and evaluate gender-responsive policies in Armenia, and (ii) foster the practical skills of participants to implement gender responsive budgeting (GRB) initiatives.

The program builds on the foundational training these NGOs received on monitoring, gender-sensitive indicators and GRB, and addresses their ongoing needs through targeted mentorship over a five-month period (July 2024 – December 2024).

After the training, a needs assessment was conducted among the targeted NGOs, the analysis of which showed their interest and willingness to monitor and evaluate gender-responsive policies, or to monitor community budgets from a GRB perspective. Thus, the current monitoring concept note is based on that needs assessment.

The aim of the project is to empower local NGOs (overall, 10) in Armenia with the relevant knowledge, practical skills, and effective tools required to monitor and evaluate gender-responsive policies effectively.

This Mentorship Program represents a significant step forward in empowering local NGOs to effectively monitor and evaluate gender-responsive policies in Armenia. By providing tailored support and fostering a collaborative environment, **the mentors** aim to enhance the impact of these organizations in promoting gender equality across Armenia. The participating or mentee NGOs will receive the guidance needed to succeed in their efforts, which they will be able to use in their further endeavors and initiatives.

The Mentorship Program will combine online and offline activities, ensuring continuous support and engagement with each NGO. The mentorship will follow a structured monthly schedule. Each month will hold 2 online mentorship meetings with NGOs, and 2 offline work-study days.

Objectives:

To reach the aim of the project, the following objectives are identified:

- To provide tailored mentorship to each participating NGO, enhancing their capabilities in monitoring gender-responsive policies in Armenia.
- To facilitate the development and implementation of monitoring plans specific to the needs and interests of each NGO.
- To promote collaboration and knowledge-sharing among NGOs also through collective mentoring sessions.
- To ensure NGOs can identify, collect, and analyze gender-sensitive data effectively.
- To foster the practical skills of participants/mentees to implement GRB initiatives at community level.
- To support NGOs in developing actionable reports based on their monitoring findings.

Duration: The program spans 5 months (July 2024 – December 2024), with a structured schedule of bi-weekly meetings and offline work.

D. Requested services

- 1a. Provide tailored mentorship to five NGOs enhancing their capabilities in monitoring gender-responsive policies in Armenia.
- 1b. Provide tailored mentorship to five NGOs enhancing their capabilities in implementing GRB initiatives at local level.

Two experts will be recruited each working with 5 NGOs.

E. Conclusion:

This Mentorship Program aims to empower local NGOs to effectively monitor and evaluate (i) gender-responsive policies in Armenia on one side and (ii) monitor and analyze community budgets in terms of gender responsiveness. By providing tailored support and fostering a collaborative environment, the team of mentors aim to enhance the impact of these organizations in promoting gender equality across Armenia. The mentee NGOs will receive the guidance needed to succeed in their efforts, which they will be able to use in their further endeavors and initiatives.

Beginning of the contract: immediately

How to apply: submit a **Concept** and attach the below form of **Letter of Interest** having indicated the assignment you are interested, and the cost requested. E-mail address: info@oxygenfund.am and cc to kmkhitarian@oxygenfund.am

Deadline: 24 July 2024

Annex: Letter of Interest

See below

Letter of Interest

Name	
Applicant	
Phone number	
E-mail address	

Below please see my interest /availability as well as for the price for the assignment:

Assignment*	Interested	Price in AMD gross per NGO
<i>* the applicant may choose either one or both – with all other described tasks common for both</i>		
1a. Mentoring program for monitoring and reporting of policies from the perspective of gender-responsiveness		
1b. Mentoring program for monitoring and reporting of community budgets from the perspective of gender-responsiveness		

Name _____

Position or expertise _____

Signature _____

Stamp (as relevant)