



## TERMS OF REFERENCE

### Consultancy Services:

### Mainstreaming for Gender Equality/Gender Based Violence in Nutrition Cluster Coordination Training Curricula

Created in 1979, Action Against Hunger is a non-governmental organisation that aims to provide solutions to hunger. Our mission is to save lives by eliminating hunger through the prevention, detection and treatment of under-nutrition, particularly during and after emergency situations linked to conflicts or natural disasters. We focus on nutrition, health and healthcare practices; food security and livelihoods; water, sanitation and hygiene and advocacy.

Action Against Hunger Canada together with the Global Nutrition Cluster, led by UNICEF, aim to enhance the overall accountability of humanitarian nutrition organizations towards gender-based violence (GBV) and gender equality through focused GBV mainstreaming initiatives. We are seeking the services of a consultant or a team of consultants who are experts in curriculum design, GBV/Gender Equality mainstreaming and Nutrition to review the Global Nutrition Cluster's core training packages and to make recommendations and curriculum changes to ensure a sound integration of GBV and Gender Equality across all modules.

## DELIVERABLES

The Global Nutrition Cluster maintains four (4) core training packages which require full review for GBV/Gender considerations and in some cases, integration of those considerations into the training materials. Details of the work required for each training package are below:

#### 1. Harmonized Training Package (HTP)

- Review the existing HTP to assess what content requires Gender Equality/GBV mainstreaming.
- Develop a session outline (in line with existing power point presentation formats) for an updated gender equality module and a GBV module.
- Create a power point presentation for the existing Gender Module
- Provide a set of recommendations for curriculum changes that are required which can be utilized by the GNC during the next formal HTP revision process.

#### 2. Cluster Coordinator Training Package

- Review the existing training package to assess what content requires Gender Equality/GBV mainstreaming.

- Provide a set of recommendations for curriculum changes that are required. These recommendations should be informed by current guidance available in the Module 23 of the HTP, IASC Guidelines and GNC AAP guidance.
- Update curriculum based on the validation of recommendations from the Technical Advisory Group.

### **Cluster Partner's Training Package**

- Review the existing training package to assess what content requires Gender Equality/GBV mainstreaming.
- Provide a set of recommendations for curriculum changes that are required. These recommendations should be informed by current guidance available in the Module 23 of the HTP, IASC Guidelines and GNC AAP guidance.
- Update curriculum based on the validation of recommendations from the Technical Advisory Group.

### **Information Management Training and Toolkit**

- Review the existing training package to assess what content requires Gender Equality/GBV mainstreaming.
- Provide a set of recommendations for curriculum changes that are required. These recommendations should be informed by current guidance available in the Module 23 of the HTP, IASC Guidelines and GNC AAP guidance.
- Update curriculum based on the validation of recommendations from the Technical Advisory Group.

## **TIMEFRAME**

The full deliverables must be completed and verified latest by August 31, 2018. The Consultant (s) are requested to propose a timeframe taking into consideration review processes with their proposal.

## **REPORTING**

The selected service provider will report directly to the Gender Based Violence Advisor at Action Against Hunger Canada. A Technical Advisory Group with members from the Global Nutrition Cluster, UNICEF and Action Against Hunger will provide technical oversight, feedback and validation on all work of the consultant.

## **PAYMENT CONDITIONS**

Payment by bank transfer in installments. 100% upon receipt of final invoice and completion.

## **INTELLECTUAL PROPERTY**

All writings, books, articles, artwork, computer programs, databases, source and object codes, and other material of any nature whatsoever produced in the course of this assignment produced in whole or in part

by the consultant in the course of his/her service to Action Against Hunger shall be considered a work made for hire, or otherwise, and therefore Action Against Hunger's property.

## **LOCATION OF WORK**

Home-based.

## **ESSENTIAL QUALIFICATION AND EXPERIENCE**

- Demonstrated experience mainstreaming good practices on Gender Based Violence and Gender across the programming and practices in humanitarian organizations.
- Familiarity with international standards and policies related to GBV including IASC GBV Guidelines.
- Demonstrated experience in the development of training curricula and solid understanding of adult learning principals.
- Thorough understanding of humanitarian coordination, in particular the structure, work and outputs of Cluster Coordination.
- Fluency in the English language is a requirement for this consultancy.

Recommendations from previous clients and/or examples of previous work (as appropriate) may be requested.

Minimum Information to provide on the quotation:

- 1 -Name, address, phone and contact person
- 2 -Details of the offer
- 3 -Total price
- 4 -Currency of the offer
- 5 -Validity of the quotation (Minimum one month)
- 6 -Date and signature
- 7- Three professional references

Please forward your proposal, quotation and a copy of your complete CV by the 4th of June 2018 to:  
[rec@actioncontrelafaim.ca](mailto:rec@actioncontrelafaim.ca)