

Terms of reference for an external consultant to write a module and train AWRO staff on feminist programming.

Background

During the new strategic framework 2023-2028, the IPPF focuses on the need to foster IPPF secretariat and MAs capacities and actions in SRHR.

Through community dialogue and intersectional feminist action, IPPF intends to challenge damaging social norms, prioritize addressing sexual and gender-based violence, and ensure inclusive, respectful services for all, particularly LGBTQ+ communities and marginalized groups, while building capacity to provide lifesaving SRHR care during humanitarian crises and pandemics.

It is in this context that IPPF AWRO intends to strengthen the capacities of its staff in the field of feminist programming and provide them with the necessary tools and guidance to assist IPPF member associations in this area.

General information about the requested tasks

Purpose of Assignment

IPPF secretariat and MAs seek to be better able to establish, participate in and strengthen resilient and vibrant feminist movements. They are crucial in maintaining and widening the space for voice, visibility, advocacy, and evidence about SGBV, gender inequalities and violations of women's rights. The purpose of the assignment is then, to capacitate IPPF AWRO staff to understand the feminist approach, further align their operations with feminist principles and through a feminist lens, in order to support the MAs to create a systematic framework with a holistic and feminist approach to their programs and actions.

Consultant Scope of work

The scope of work for the consultant tasked with producing a module on feminist programming and training the AWRO staff on it encompasses the following:

1. Needs Assessment

- Conduct interviews and surveys with staff to understand their current knowledge and attitudes toward feminist programming.
- Identify specific needs and gaps in knowledge or skills.
- Analyze organizational policies and practices to align the training module with existing frameworks and goals.

2. Module Development

- **Content Creation:**
 - Define learning objectives based on the needs assessment.
 - Develop comprehensive content covering key concepts such as feminist theory, intersectionality, gender equality, and practical applications in programming.
 - Include case studies, real-world examples, and best practices in feminist programming.
- **Instructional Design:**
 - Design engaging and interactive training materials, including presentations, handouts, and multimedia resources.
 - Create activities and exercises that facilitate experiential learning and critical thinking.
 - Develop assessment tools to measure knowledge acquisition and application.

3. Training Implementation

- **Workshop Planning:**
 - Plan and schedule training sessions, considering the availability and needs of the AWRO staff.
- **Facilitation:**
 - Conduct a training workshop, ensuring a safe and inclusive learning environment.
 - Use diverse teaching methods to cater to different learning styles (e.g., lectures, group discussions, role-playing).
 - Encourage active participation and foster open dialogue on sensitive topics.
 - Use the training workshop as an occasion to test and refine the developed training module.
- **4. Evaluation and Feedback**
 - Collect feedback from participants after each training session through surveys or feedback forms.
 - Use feedback to make real-time adjustments to the training approach and materials.

Expected Deliverables

- Comprehensive training module on feminist programming.
- Training materials including presentations, handouts, and multimedia resources.
- Assessment tools for evaluating knowledge and impact.
- Design and Implementation of a Training workshop on feminist programming for AWRO staff.
- Final report with evaluation results and recommendations.

Timeline and Expected Duration:

- Week 1: Needs Assessment and Planning
- Week 2/3: Module Development
- Week 4/5: Training Implementation
- Week 6: Evaluation and Feedback

Supervision and support

Technical support and supervision will be provided by IPPF AWRO and the selected staff members.

Consultant's background and Experience

- Post-graduate qualification in relevant fields (gender equality, feminist advocacy, Social Science, Gender, Sexual and Reproductive Health)
- Proven track record of designing and delivering training programs or workshops, particularly in feminist programming or gender equality, mainly in the Arab World Region.
- At least 5 years' experience in developing educational materials and training modules, especially those focused on social justice, gender equality, and feminist theory.
- Knowledge of adult learning principles and instructional design to create engaging and impactful training content.
- Fluency in English, French and Arabic is required.
- Ability to write clearly and concisely in English and Arabic.
- Knowledge of the Arab World Region development and humanitarian context.

- Proven connection with feminist and gender advocacy networks, allowing for the integration of diverse perspectives and best practices into the training.

Submission of offers:

Those interested in this consultation must submit an application file including:

- A detailed Curriculum Vitae, including 3 references for similar work and if possible, examples of similar work.
- A technical proposal describing the proposed methodology and proposed weekly timeframe defining milestones for the performance of the services including the estimated level of effort in workdays.
- A financial proposal (1 page) to include the following:

The amount proposed (in USD) shall include covering all costs for the completion of the service in its final deliverable form as required above. Noting that IPPF will not be responsible for any costs other than that agreed upon in the signed contract. The price offer is to include VAT and if the IPPF agrees with an individual that is not registered in the VAT department he /she will be solely responsible towards the before mentioned department to pay all dues in respect to the signed agreement with no responsibility towards the IPPF.

All offers are to be sent by email no later than 30 August 2024 as follows:

State in Subject Line: **“Feminist programming training module and workshop: consultant offer.”**

To be sent directly to awrjobs@ippf.org with a carried copy to Smadkouri@ippf.org