

# **Scope of Work: Consultant, Gender and Social inclusion for Practices, Research and Operations in Water, Sanitation and Hygiene**

**Supervisor Title:** Director, PRO-WASH

**Work Location:** Remote

**Start date:** April 2022

**End date:** November 2022

**Estimated number of days:** 70 days

## **Background**

PRO-WASH (Practices, Research and Operations in Water, Sanitation, and Hygiene) is entering its fifth year of a five-year project led by Save the Children and funded by the USAID Bureau for Humanitarian Assistance (BHA). PRO-WASH works with partners to strengthen the quality, effectiveness and sustainability of Water, Sanitation and Hygiene (WASH) and Integrated Water Resource Management (IWRM) practices in BHA-funded development and emergency food security activities. This includes providing one-on-one support to BHA funded Resilience Food Security Activities (RFSAs), developing and delivering remote and in-person training sessions, writing technical guides, carrying out applied research activities, and supporting knowledge generation and capture, through learning briefs, webinars, and technical knowledge sharing events.

PRO-WASH is seeking to hire a consultant to enhance gender and social inclusion (GESI) within WASH and IWRM activities and to ensure that GESI is addressed as a crosscutting issue in PRO-WASH's forthcoming technical guides and training packages.

WASH and IWRM programming carried out by RFSAs can affect gender equality and social norms. However, as indicated in the recent Implementer-Led Evaluation and Learning (IMPEL) Associate Award *Review of 16 Mid-Term Evaluations of USAID-funded Food Security Development Programs from 2015-2020*<sup>1</sup>, it was noted that RFSAs often carry out gender interventions in silos as specific men's and women's interventions, rather than being integrated into all program interventions--including in WASH. This risks that WASH and IWRM programming of having unintended consequences on social norms and gender equality, and dampening potential positive impacts.

In addition, the IMPEL review cited a lack of knowledge of qualitative monitoring and evaluation (M&E) methodologies and recommended that training should be provided on methods of effective process monitoring using qualitative tools. This was identified during the PRO-WASH desk mapping as a need to support partners with qualitative methods for

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<sup>1</sup> IMPEL. (2020). Learning from Evaluations: A Review of 16 Mid-Term Evaluations of USAID-funded Food Security Development Programs from 2015-2020. Washington, DC: The Implementer-Led Evaluation & Learning Associate Award. [https://pdf.usaid.gov/pdf\\_docs/PA00X2J9.pdf](https://pdf.usaid.gov/pdf_docs/PA00X2J9.pdf)

WASH and to support and monitor the meaningful women's engagement in activities such as water committees and market based sanitation.

To date, PRO-WASH has supported partners with this work by hosting a webinar on WASH and women's engagement, providing support to Amalima Loko with the Implementer-Led Design, Evidence, Analysis and Learning (IDEAL) Activity to carry out qualitative inquiry on community health clubs, and by providing WASH inputs to IDEAL as part of their forthcoming qualitative guidance.

With the support of the consultant that will be recruited under this scope of work, PRO-WASH aims to build on current activities to address these challenges (limited gender integration and limited qualitative skills) through supporting BHA partners to apply resources and tools developed as part of the Water for Women funded qualKit web-based resource<sup>2</sup>. This resource has curated, adapted, pilot-tested and revised a range of qualitative monitoring, evaluation and learning methods and includes a section on a range of the latest digital tools, which can be used for qualitative data collection and analysis. In addition, the consultant will provide one-on-one support to partners interested in deploying these tools. This may include partners who are early on in implementation (e.g. Ethiopia, Mali or Zimbabwe) where an increased focus on GESI would be beneficial for improving programming or, to document lessons learned in countries nearing close-out (e.g. Uganda and Bangladesh), The consultant will also strengthen GESI for WASH/IWRM in RFSA through developing a quick guide resource and cheat sheet for PRO-WASH partners on this topic and contributing to other knowledge sharing activities (e.g. blogs, learning briefs, videos). The consultant will also be reviewing other PRO-WASH technical guides and training packages to ensure a gender transformative approach.

### **Main activities for this consultancy**

The consultant will work closely with the PRO-WASH Director, other staff and consultants as part of this work. The consultant will be responsible for:

- Preparing for and delivering an online knowledge sharing webinar on the qualKit, including an overview of the resource, its rationale and to provide step-by-step guidance based on the toolkit. This toolkit has been pilot tested in both market based programming and social and behavior change programming in a number of countries.
- The consultant will prepare learning needs assessments in an accessible manner to encourage RFSA participants to indicate if they are interested in receiving additional support and coaching from PRO-WASH to deploy one or more of these tools in their own programming.
  - The consultant will be responsible for preparing webinar announcements, invites, preparing PowerPoint materials, exercises, exit surveys etc.

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<sup>2</sup> <https://www.waterforwomenfund.org/en/learning-and-resources/qualkit-putting-the-quality-into-qualitative-gesi-measurement.aspx>

- Following the webinar, the consultant will write up Q&A document from the webinar along with links to key references. The consultant will also provide a one page write-up to PRO-WASH on key takeaways from the webinar, number of participants, and next steps.
- Following the webinar, consultant will prepare a workplan to provide support to partners on these tools and methods, which will include remote training and coaching. Based on RFSAs input during the rollout of these tools and because this toolkit is focused on qualitative evaluation, the GESI consultant will also work with PRO-WASH to adapt or develop existing tools to support partners with collecting, analyzing, and using qualitative evidence related to GESI and WASH.
- Develop a quick guide to using similar and additional adapted qualitative methods for monitoring such activities such as women’s meaningful engagement in water management committees and market-based sanitation (MBS) activities. This quick guide will also be accompanied with a cheat-sheet that will provide a short format to share key information with other relevant stakeholders (such as Chiefs of Party
- Review other PRO-WASH technical guides and training package to ensure a GESI lens.
- Contribute to other PRO-WASH knowledge sharing products, as time permits (e.g. blogs, learning briefs, videos etc.)

### **Main deliverables and Estimated Level of Effort**

All work will be carried out remotely

| <b>Activity</b>   | <b>Timeline</b>     | <b>Estimated level of effort</b> |
|---|---------------------|----------------------------------|
| Deliverable 1: Develop and deliver an online knowledge sharing event on Gender and Social inclusion in WASH and Integrated Water Resource Management  | <b>April</b>        | <b>5 days</b>                    |
| Deliverable 2: Rapid desk mapping of GESI in WASH/IWRM activities in RFSAs, identification of needs and partners for one-on-one support, and development of a workplan for these activities                             | <b>May</b>          | <b>10 days</b>                   |
| Deliverable 3: One-on-one support to two RFSAs on GESI in WASH/IWRM, including customized training (eg. presentations, self-guided manuals, test runs/ role plays, Q&A sessions, etc.) and ongoing coaching and support | <b>June-October</b> | <b>20 days</b>                   |

|  |                         |                |
|--|-------------------------|----------------|
| Deliverable 3: Production of the Quick Guide on GESI for WASM/IWRM in RFSA's and Cheatsheet on GESI for WASH/IWRM in RFSA's  | <b>July-August</b>      | <b>20 days</b> |
| Deliverable 4: Review of PRO-WASH technical guides and training packages for GESI integration  | <b>April-November</b>   | <b>10 days</b> |
| Deliverable 5. Prepare materials for and present at a final knowledge-sharing event to share resources and lessons learned to a wider audience. This may take the form of a webinar, blog, vlog, learning brief. | <b>October/November</b> | <b>5 days</b>  |
| <b>Total number of days</b>  |                         | <b>70</b>      |

**Timeframe**

- 6 months, from approximately April until November 2022, part time
- Payments will be based on the completion of deliverables and approved by PRO-WASH, as detailed in table above and shown below:

**Payment**

- Payment would be based on actual number of days worked. Each day is defined as 8 hours of work, and if a consultant doesn't work a full day, a consultant would be reimbursed for the number of hours worked. The consultant will submit bi-monthly timesheets and monthly invoices to PRO-WASH.

**The Consultant will report to:**

Nicole Weber, PRO-WASH Director. The consultant will work closely with the PRO-WASH team and partners.

**Responsibilities**

All costs associated with the events such as translation, interpretation, event platform etc. will be covered directly by PRO-WASH.

**Required Competencies**

The individual Consultant will have the following minimum competencies:

- Degree or equivalent in Gender studies, social sciences or a related field.

- At least five years of experience working with/or providing technical support to USAID Bureau for Humanitarian Assistance funded Resilience Food Security Activities/Development Food Security Activities or working with similar types of projects
- Extensive experience in working with WASH practitioners to incorporate in gender transformative approaches in programming in low resource settings
- Experienced in training and coaching others on gender transformative approaches, including remotely training and coaching staff
- Comfortable and experienced with remote data collection and oversight
- Very strong communicator (verbal and written) in English
- Very strong interpersonal and relationship building skills
- Experienced developing training packages, job aids, technical guidance etc. aimed for a global audience.

### **Preferred Qualifications**

- Experience in conducting similar work under USAID funded programs will be desirable.
- Knowledge of French is an asset.
- Knowledge of virtual learning tools such as Mural, Miro, Jamboard is an asset.

### **APPLICATION REQUIREMENTS**

Only individual consultants will be considered for this opportunity.

Please submit to [prowash@savechildren.org](mailto:prowash@savechildren.org) by **Friday, March 25<sup>th</sup> by 5 p.m. ET** (USA) the following:

- a cover letter highlighting a) relevant experience b) hyperlinks to examples of previous work similar to this announcement that you have created c) your daily rate, and b) contact information for three professional references.
- a copy of your current resume;

A biodata form may be asked of the successful candidate.

Please submit all questions and documents to PRO-WASH: [prowash@savechildren.org](mailto:prowash@savechildren.org) .