

Terms of Reference

Social Inclusion and Gender Equality Specialist

A. Objective

The Specialist is to be responsible for the effective and timely implementation of the HINTERLAND PROJECT's social inclusion and gender equality strategy in Regions 9.

B. Characteristics of the Appointment

- I. Type of Appointment:** Individual
- II. Duration:** 1 year, renewable on the basis of performance.
- III. Place of Work:** Hinterland Environmentally Sustainable Agriculture Development Project Office, Lethem, Region 9, Guyana.
- IV. Reporting:** The Specialist will report to the Project Manager, and will work closely with both Regional Project Coordinator, other PMU staff, and service providers.

C. Qualifications:

The **Specialist** should have:

- 1) University Degree, preferably in social studies and/or Diploma in social studies

General Experience:

- 1 At least three (3) years of experience with gender mainstreaming in rural development projects (experience with working in hinterland regions is preferable)
- 2 At least 2 years of experience in working with indigenous villages or communities;
- 3 Experience in working with rural youth is an advantage
- 4 Rural area grass roots experience
- 5 Demonstrate evidence of being an excellent communicator;
- 6 Experience with writing of technical and progress reports

D. Position Responsibilities

The **Specialist** will:

- Provide technical support in order to strengthen the PMU staff's, project partners' and service providers' understanding of gender equality, youth participation and how to work in the cultural context of the different indigenous tribes.
- Provide staff, partners and service providers with tools to mainstream gender equality and social inclusion in their work and field activities.
- Provide support to service providers in charge of facilitating the mapping and investment planning process with village and community members and producers' groups. Specifically, ensuring that women and men, as well as male and female youth can participate fully in this process.
- Provide support to service providers in charge of coaching business plan implementation, specifically ensuring gender equality as part of the strengthening of producer's groups and that women and men, as well as male and female youth can participate fully in business coaching and the foreseen benefits from business development.
- Assist the two Regional Project Coordinators in their responsibility for the mainstreaming of social inclusion and gender equity in project implementation and ensuring that the target group is reached as foreseen and defined in the project design documents and Log frame.
- The Specialist will assist with:
 - a) Coordination and successful implementation (through service providers and/or strategic alliances) of the following programmes:
 - Vocational and Technical Skills Training.
 - Life skills Training.
 - Leadership training.
 - b) Subscribing and monitoring of the implementation of MOUs with specialized organizations to address social problems in regions 1 and 9 as they are key for the Project to successfully reach its expected outcomes and objectives.
 - c) Supervision and orientation of service providers to ensure that social inclusion and gender equality is mainstreamed in their activities and reporting.
 - d) Assist representatives from beneficiaries (male, female and youth representative) in the National Steering Committee and Regional Management Committees in understanding their role (rights and responsibilities) and assist them in overcoming obstacles to participate fully in these bodies.

- e) Support service providers in developing adequate and understandable for specific audiences (indigenous peoples, women, and youth) awareness raising and training methods and materials in different topics: nutrition, participatory mapping, investment planning, natural resource management, climate change adaptation, organization of producer's groups, business coaching, amongst others.
- f) Work with the M&E Specialist and Field Facilitators to ensure that monitoring and evaluation will use disaggregated data (sex, age, ethnicity-tribes), and analysis and reporting include sections on gender equity and outreach to the target group.
- g) Support the PMU in developing gender specific criteria for the selection of investment plans.
- h) Support the PMU in the fine tuning of the Project Implementation Manual in that gender equity and youth participation is reflected in the relevant sections.

E. Compensation Package

The contract will be for one-year duration but is subject to annual renewal. The compensation package is negotiable but cannot exceed specific scales currently in place for projects funded by IFAD.