
TERMS OF REFERENCE

Call for Expression of Interest – Consultancy

Malteser International (MI) is looking to commission a consultancy to support MI in Monghsat District, eastern Shan State, Myanmar, to analyse **gender, age and disability inequalities** as well as to provide **training on respective concepts and their practical application** within project activities at the onset of a new food security and nutrition project in eastern Shan State. To this purpose MI is interested in working with a **consultant team of national and/or international experts**.

The key deliverables will be:

- Analytical report on gender, age and disability inequalities in the project area
- Reviewed and adapted project logframe and implementation plan, including adaptation/development of specific indicators where applicable
- Training materials and module on 'Gender, Age and Disability Inclusion' concepts and their practical application
- Sensibilization training of MI teams and partners on Gender, Age and Disability Inclusion
- Training completion report

“Study on Gender, Age and Disability Inclusion and Training on concepts and their practical application”

Place of Assignment: Myanmar (Monghsat District, eastern Shan State)
Consultancy Period: estimated 24 days between Mid-February to March 2020
Closing Date: 26 January 2020

I. Background

Malteser International, the worldwide relief agency of the Order of Malta for humanitarian aid, works in more than 28 countries in Africa, Asia and the Americas for people in need, regardless of their religion, origin or political affiliation. Its mission is to provide emergency relief as well as to implement rehabilitation measures and to facilitate the link between emergency relief and sustainable development. Christian values and the humanitarian principles of impartiality and independence form the basis of its work in the following areas: Relief, Reconstruction & Rehabilitation; Health & Nutrition; Water, Sanitation & Hygiene (WASH); Livelihood & Social Programs and Disaster Risk Reduction.

Malteser International first began working in Myanmar in 1996, implementing small scale relief projects with local partners, and it has been active with its own staff in the country since 2001. Today, Malteser International employs more than 300 national staff in Rakhine, Shan and Kayin states, where our work aims at ensuring communities have access to primary health

care services. We also offer comprehensive WASH and disaster risk reduction/climate change adaptation solutions and provide relief after disasters. We strive to enable and empower the most vulnerable communities in marginalized areas through a participatory and sustainable approach.

Gender, age and disabilities are the key cross-cutting issues integrated with all stages of humanitarian action in the interest of helping to ensure the quality and accountability of humanitarian assistance. Effective, equitable and participatory development action cannot be achieved without understanding and responding to the specific needs, priorities and capacities of diverse women, men, and persons with disabilities in different age groups. Integrating gender, age and disability into all interventions also reinforces a human rights-based approach to humanitarian action which improves programming by respecting and protecting the universally recognized rights and dignities of every individual as a human being.

Since September 2019 MI is implementing a food security, nutrition, livelihood and WASH project in Monghsat district in eastern Shan State. Monghsat District is a remotely located multi-ethnic and multi-lingual district. The project is currently in its inception phase. In line with MI's Approach on Gender, Age and Inclusion Policy MI Myanmar is looking to work with expert consultants to gain a better understanding of gender, age and disability inequalities in the project area, their impact on the project in order to render the project inclusive.

II. Objectives of the assignment

The objective of the proposed expert team's deployment to eastern Shan State is five-fold:

- 1) To learn about how project communities and other stakeholders in the project area perceive gender, age and disability and how these perception and attitudes may impact on the project
- 2) Identification of gender-, age- or disability-specific elements within in the original proposal that can be the cause of potential harm or conflict
- 3) To clearly identify the root factors and intersectionalities leading to exclusion and hindering the participation of women, persons with disability and elderly people decision making processes directly (or indirectly) involving their communities and affecting their lives.
- 4) Integration of gender, age, and disability inclusion into the project's project management cycle and during project implementation (specific indicator development)
- 5) Build the understanding of MI, government and partner staff as well as key community members on gender, age and disability inclusion

III. Suggested Methodology

- Review of relevant existing national and international literature on gender, age and disability and adaptation of existing project documents, including adaptation/development of specific indicators where applicable
- Preferably quantitative research of gender, age and disability in target communities and among project stakeholders

- Training of project stakeholders on gender, age and disability inclusion

IV. Expected Deliverables

- A brief inception report in English language including a clear methodology, tools and guidelines, and work plan
- Analytical report not exceeding 10 pages in English language describing the findings on gender, age and disability inequalities in the project area
- A presentation on the main findings and recommendations in Myanmar language for presentation at local level
- A presentation on the main findings and recommendations in English language for presentation at MI country office
- Reviewed and adapted project logframe and implementation plan, including adaptation/development of specific indicators where applicable
- Training module in English and Myanmar language for a maximum 2-day sensibilization training on gender, age and disability inclusion. The training should be as practical as possible and suited to people with lower levels of education. Methods should cover a mix of methodologies (presentation, group work, practical examples, games) that make learning interesting and fun.
- Delivery of gender, age and disability sensibilization training in Myanmar language to project stakeholders
- Report on the training conducted (agenda, no. of participants, Training modules, Notes and other tools)

V. Reporting

The consultant shall communicate directly to the MI Country Administration Coordinator in Myanmar for all administration related matters. Programmatic approaches and other deliverables shall be discussed during coordination meetings or calls with Country Programme Advisor and/or Programme Coordinator in eastern Shan State.

VI. Logistics

- Malteser International will take care of and cover for all local travel arrangements in eastern Shan State.
- Malteser International will assist with the organisation of interviews with stakeholders, as recommended and aligned with the consultant.
- Malteser International will make sure that translation is available with all meetings at project location when necessary.
- The consultant will be responsible for insurance coverage and all necessary equipment (e.g. computer) as well as communication costs.

VII. Qualifications

Qualifications and Skills:

- Postgraduate university degree or equivalent with relevant work experience in development studies, social development, gender studies or equivalent
- Strong writing and communication skills
- Presentation or training facilitation skill

General Professional Experience:

- A minimum five years of experience in social development, gender, age and disability inclusion analysis and training
- Extensive knowledge and experience on national gender and inclusion policies, organizational development and capacity building experience
- Knowledge and experience in research and participatory methodologies and approaches such as PRA, Gender analysis and problem analysis

Specific Professional Experience:

- Demonstrated experience in data analysis, presentation methods, and report writing
- Fluency in English and Myanmar Language, knowledge of languages spoken in the project area (Chinese, Lahu, Lisu, Arkhar) is an additional plus
- Computer literacy (MS Word, Excel, PowerPoint etc.)

VIII. Expressions of Interest

Interested **consultant teams** should submit a statement of interest including the following:

- Technical offer including description of methodology and work plan
- Financial offer including costs for travel, accommodation, per diem etc.
- Information on previous experience, including CV and two examples of comparable pieces of work (or recent consultancy if no comparable work is available)
- Information on availability for the assignment

Please email your technical and financial proposals to Malteser International:

- Mrs Claudia Plock, Programme Advisor MI Myanmar, claudia.plock@malteser-international.org

The deadline for receiving technical and financial proposals is January 26th 2020 at 17:00 (Myanmar Time).