



Generic Terms of Reference

Senior Gender Capacity Advisers in Humanitarian Action

POSITION TITLE	Senior Gender Adviser in Humanitarian Action - GenCap (SGA)
GRADE	P-5
DURATION	6 -12 months
REPORTS TO	The HC

JOB DESCRIPTION

The Gender Standby Capacity Project (GenCap) was created in 2007 under the IASC framework, in collaboration with the Norwegian Refugee Council (NRC) and OCHA. Its goal is to facilitate and strengthen capacity and leadership within all sectors of humanitarian response to undertake and promote gender equality programming throughout the programme cycle. It aims at ensuring that humanitarian action at global, regional, and country levels takes into consideration the different needs and capabilities of women, girls, boys and men equally.

By investing in tailored inter-agency deployments in support of humanitarian operations, the Inter-Agency Gender Standby Capacity Project (GenCap) aims to reinforce leadership, programmes, capacity and localization strategies that ensure the centrality of gender equality in humanitarian operations.

GenCap predictably and rapidly deploys senior gender advisers (SGAs), as inter-agency resources, to reinforce the capacities of the humanitarian system to implement gender transformative humanitarian programming. Senior gender advisers support humanitarian leadership to develop and implement comprehensive gender equality strategies and clear accountability systems, in close coordination with the development and peacebuilding partners.

GenCap is a capacity development project. Its objectives are formulated around enhanced capacities within humanitarian teams. While Senior Gender Advisors may assist in developing specific strategic documents and analysis, their primary aim is strengthening the system of skills and accountabilities that will sustainably place gender equality at the centre of humanitarian operations. Their main task is not to “develop tools” or to “coordinate mechanisms”, it is to enable the humanitarian system to deliver on global commitments to gender equality. The SGAs enhances the robust and continued investment needed to advance women and girls’ empowerment and participation in decision-making at all levels of a humanitarian response and provide support to effective leadership to deliver on gender equality outcomes.

Under the direct supervision of the HC and in close collaboration with the HCT, the SGA works in partnership with the Inter-Cluster Coordination mechanisms and other inter-agency fora to improve the accountability of all humanitarian actors for the implementation of the IASC Policy on Gender Equality and Empowerment of Women and Girls in Humanitarian Action and its Accountability Framework.

The presence of a Senior Gender Adviser is not a replacement for the operations’ own commitment to move forward with global gender equality goals, including the need to ensure the humanitarian community has gender advisers available within the operation.

MAIN TASKS

As a senior adviser to the Humanitarian Coordinator (HC) and the Humanitarian Country Team (HCT), the SGA provides leadership, advice and technical support to build the humanitarian team's capacities to fulfil global gender equality commitments¹. This work encompasses the following main areas of work:

1. Strengthen Leadership and Coordination for Gender Equality

- 1.1. Engage the HCT, the Inter-Cluster Coordination Group and the clusters/sectors/technical working groups to ensure their full understanding and application of the principles of gender equality and transformative action
- 1.2. Provide technical guidance to the Humanitarian Coordinator, the Humanitarian Country Team and national government counterparts to strengthen gender equality programming and strategies for the empowerment of women and girls, including prevention and response to GBV, as well as other areas of intersectional technical expertise related to gender equality
- 1.3. Provide analysis, technical advice on and facilitate solutions to the most crucial gender-related risks and needs of the crisis-affected population
- 1.4. Establish and maintain linkages between HCT/ICCG and other stakeholders, including local authorities, INGOs, NGOs, civil society organizations and marginalized groups, to identify areas for potential collaboration on gender equality programming and transformative action
- 1.5. Support the establishment/strengthening and sustainability of gender coordination mechanisms at the national, regional and local levels, and liaise between them and the HCT when needed
- 1.6. Support the HCT in strengthening the capacities of governments/regional bodies to develop national/regional gender equality and transformative action strategies and/or policies
- 1.7. Provide strategic support to and strengthen the capacity at senior management level for the design and implementation of framework and mechanisms/structures related Prevention from Sexual Exploitation and Abuse (PSEA)

2. Strengthen Information and Analysis

- 2.1. Reinforce inter-sectorial and sectorial humanitarian data collection and analysis systems and tools to capture gender equality challenges and opportunities
- 2.2. Reinforce capacities for the collection and analysis of sex and age-disaggregated data (quantitative and qualitative) and promote the inclusion of gender equality dimensions in countrywide needs assessment frameworks (including rapid assessments), response plans and strategies
- 2.3. Strengthen the capacity of the humanitarian leadership to engage stakeholders (including national authorities and civil society) in the design and implementation of monitoring mechanisms to measure progress on gender equality and transformative action

3. Strengthen Strategy Development, Monitoring and Implementation

- 3.1. Strengthen the capacity of the HCT/ICCG and clusters/sectors to design, implement and monitor gender equality-centred programmes in consultation with affected women, girls, boys and men, and focus on particularly vulnerable groups.
- 3.2. In consultation with all key stakeholders, lead the formulation and development/revision of overarching HCT gender strategic documents and accompanying actions plans and accountability frameworks, in line with the IASC Policy on Gender Equality and Empowerment of Women and Girls in Humanitarian Action and its Accountability Framework
- 3.3. Promote and/or develop tools, techniques and guidelines to strengthen the engagement and skills of all clusters/sectors to integrate gender transformative action and gender equality programming in all phases in the Humanitarian Project Cycle (HPC)



- 3.4. Strengthen the capacity of organisations and clusters/sectors to integrate and implement the Gender with Age Marker in their project cycle
- 3.5. Strengthen the capacity of the humanitarian team to make gender central to the Emergency Preparedness for Response Plan, Humanitarian Response Plans (HRP), country-based pooled funds and CERF.

4. Reporting and Knowledge Management (mandatory for all Senior Gender Advisers)

- 4.1. Develop a baseline assessment (following the project's methodology), to define the contextual challenges and capacity gaps encountered that hamper the advancement of gender equality and transformative action goals
- 4.2. In consultation with the HC, develop a work plan involving members of the HCT, establishing the desired theory of change that will guide GenCap's investment in the operation, the expected results, timelines, key targets for capacity development initiatives and technical and financial resources needed
- 4.3. Regularly liaise with the GenCap/ProCap Technical Reference Group to cross-fertilize expertise and ensure all relevant GenCap's technical resources are available if needed by the operation
- 4.4. Produce brief narrative reports for the HC/HCT, and the GenCap Advisory Group with clear recommended actions and interventions for the context of operation.
- 4.5. Report to project management on relevance, effectiveness and impact of the deployment, lessons learned and other findings as per the standard reporting tools
- 4.6. Capitalize experience and share lessons learnt with other Senior Gender Advisers, actively collaborating in the project's knowledge sharing initiatives