



TERMS OF REFERENCE

Project:	Disaster Ready Gender Equality, Disability and Social Inclusion (GEDSI) Audit and Action Plan
Place of Assignment	Vanuatu / Remote
Reporting to:	CARE Vanuatu Program Director
Duration:	Maximum of 16 days
Dates:	May - early June 2022

About CARE International in Vanuatu

CARE Vanuatu is part of the global CARE International confederation, which helps poor and vulnerable people in more than 93 countries around the world. CARE has been in Vanuatu since 2008, working with communities to build resilience to disasters and climate change shocks and increase women and girls' involvement in community and national leadership.

About the Disaster READY Program

Disaster READY is an AUD 50 million disaster preparedness and resilience program that is implemented by Australian Humanitarian Partnership (AHP) NGOs and their local networks across the Pacific and Timor-Leste. The overall purpose of Disaster READY is to: ***Strengthen local humanitarian capability and preparedness in the Pacific and Timor-Leste so that communities are better able to respond to and recover from rapid- and slow-onset disasters.***

AHP NGOs operating in Vanuatu are CARE, World Vision Vanuatu (WVV), Oxfam, Plan International Australia, Caritas Australia/CAN DO and Save the Children. Activities are implemented with communities and local governments in the Shefa, Tafea, Penama, Malampa and Sanma provinces, in the capital Port Vila and nationally. The program focuses on ensuring vulnerable groups, including women, people with disabilities and children, are included and accounted for in disaster preparedness, management and risk reduction activities. AHP partners and their networks are supported by a Shared Service function, funded through Disaster Ready, which assists with a focus on gender and social inclusion, child protection, monitoring and evaluation and overall collaboration.

Disaster READY 1.0 (2018 – 2022) is currently being evaluated and a new design is being finalised for Disaster READY 2.0 (2022 – 2026). Under the current Vanuatu Shared Services workplan, CARE is supporting a Gender Equality, Disability and Social Inclusion (GEDSI) Audit to reflect on GEDSI work conducted under Disaster Ready 1.0, and to use the results of the audit, to develop a workplan for consortia members to guide their work in Disaster READY 2.0.

Importantly, draft audit tools and proposed methodology will be reviewed by all consortia members and particularly OXFAM/VDPA on disability inclusion and Save the Children on child protection.

Consultancy Purpose

CARE Vanuatu is looking for one or more consultants to work alongside CARE Technical Advisors and senior Disaster Ready staff to conduct a GEDSI audit and develop a work plan from which to initiate a cohesive

programmatic and strategic response to gender equality, disability and social inclusion in Disaster Ready 2.0. Specifically, this will include:

- design a simple GEDSI Audit tool to reflect on GEDSI work conducted under DR 1.0
- conduct the audit with consortia partners
- analyse audit results and write up the audit report to share with consortia partners
- work with consortia partners to discuss results and facilitate the development of a work plan for the consortia in preparation for Disaster Ready 2.0.

Schedule, Workplan, Roles and Responsibilities

The assignment is expected to commence in May 2022 and be completed by mid-June 2022 for a total of up to 16 days (to be negotiated and reviewed depending on the proposed team composition). CARE will assign GEDSI TA to provide support on coordination and technical review of the methodology, and analysis of findings if needed.

The estimated number of days required from the consultant/s to complete this work is here detailed as an indication:

Item	Days
Inception Meeting and joint planning	.5
Draft plan and methodology based on audit tools used by CARE and consortia partners in the Pacific region	1.5
Conduct secondary data analysis (desk review)	2.5
Develop primary data collection tools and make sure they are adapted to country context	1.0
Primary data collection	3.5
Analysis of primary data and secondary data	2
Draft GEDSI Audit report (including incorporation of one round of consortia feedback) with clear and feasible recommendations for DR 2.0	4
Facilitation of work planning session with consortia members based on GEDSI Audit report and recommendations	1
TOTAL DAYS	16

Key Deliverables

- A brief inception report (no more than 10 pages) to be submitted one week after the beginning of the consultancy detailing the GEDSI audit methodology and consultancy plan.
- A draft GEDSI Audit report (maximum 20 pages excluding annexes) outlining findings including key gaps, and feasible recommendations.
- Facilitation of a work planning session with consortia members based on GEDSI Audit report and recommendations
- A final GEDSI audit report and GEDSI workplan for DR 2.0 to be submitted at the end of the consultancy which incorporates feedback on the draft and outcomes of the work planning session.

Payment

Payment will be made based on submission of an invoice on signing a contract up to 40% of the value of the services. Final payment up to 60% of the value of the services will be paid upon completion of the services and submission of a report, timesheet and invoice.

Selection Criteria

- CARE encourages applications from either individuals or teams of consultants.

- Expertise and demonstrated technical experience in Gender Equality, Disability and Social Inclusion programming, preferably in Disaster Preparedness and Resilience programming in the Vanuatu or Pacific context.
- Proven experience in designing and delivering GEDSI audit or similar processes
- Proven experience with good time management and delivering results.
- Preferred knowledge and experience working in Vanuatu, including ability to speak Bislama

Expression of Interest

Expressions of Interest should include:

1. A maximum 1-page cover letter including a statement of capability and provide an example of evaluation completed.
2. Current CV of everyone included in the Expression of Interest
3. Daily fee rate

Expressions of interest and requests for further information should be submitted to Sylvain Malsungai at the following email address: sylvain.malsungai@careint.org.

Applications close Friday 20th May 2022 at 17.00 (Vanuatu Standard Time).

Approved by: Bridgette Thorold, Country Director

Explanatory Notes for Consortia partners

Under the current Vanuatu Shared Services work plan, there is provision for CARE to support a Gender and Inclusion Analysis and workplan for consortia members to guide their work in Disaster Ready 2.0. The output sought is for a robust resource and plan from which to initiate a cohesive programmatic and strategic response to gender, disability and social inclusion in Disaster Ready.

The proposed alternative to a GEDSI analysis, is a Gender Equality, Disability and Social Inclusion (GEDSI) audit of the GEDSI work AHP partner organisations have undertaken during DR 1.0 to help to identify clear activities that could be included in DR 2.0 work-planning.

The GEDSI audit process proposes to draw on work that CARE has conducted with AHP partners in Fiji for Disaster Ready. A Gender Audit was conducted for seven AHP partners - Save the Children Fiji, Live and Learn Fiji, ADRA Fiji, Rainbow Pride Foundation, Habitat for Humanity Fiji, Empower Pacific and the Fiji Disabled People's Federation – with the overall objective to review and assess the current state of gender mainstreaming and the potential of the AHP partners to incorporate gender into their policies, programs and projects. The method used was adapted from Interaction and CARE Canada Gender Audit methodology. It looked at gender mainstreaming across six dimensions including political will; technical capacity; organisational culture; accountability; individual knowledge, skills and practices; and monitoring and evaluation. Data collection methods included document review, a survey, KIIs and FGDs. It is proposed that this methodology be adapted to more clearly review the GEDSI capacity of consortia partners and in particular, their GEDSI work undertaken throughout DR 1.0, and make clear recommendations for GEDSI work planning in DR 2.0.

