

## ToR- Consultant - GBV Coordinator

<b>Job title:</b>	<b>Consultant - GBV Coordinator</b>
<b>Level:</b>	<b>Consultant</b>
<b>Location:</b>	<b>Bhubaneswar, Odisha, India</b>
<b>Full/Part time:</b>	<b>Full Time</b>
<b>Duration of Contract</b>	<b>November 1, 2024- December 31, 2024</b>

### Organisational Background:

People's Rural Education Movement (PREM) is a secular, humanitarian, non-political and non-governmental organization working for the development of Adivasi (indigenous), Dalit, Fisher folk and other marginalized communities of Odisha and other states of India. With a mission to foster sustainable development, PREM engages in a wide array of activities encompassing education, healthcare, disaster management, and livelihood enhancement. It also focuses on advocacy and research, children's welfare, civic issues, disability support, environmental conservation, health; nutrition, housing, shelter, human rights, ICT, labor employment, land resources, microfinance, MSMEs, nutrition, Panchayati Raj, right to information, advocacy, rural, urban development, tribal welfare, vocational training, water resources, women's development, empowerment, and youth affairs. PREM with the technical and financial support of United Nations Population Fund (UNFPA) is working on social empowerment of women through women SHGs of Mission Shakti department across all the districts of Odisha.

As part of these initiatives, PREM is seeking to expand its work on addressing gender based violence, with a special focus on women, tribal communities and adolescents, and faith actors. Towards this, PREM is working towards building and strengthening the capacities of the stakeholders and project team, developing high quality documents such as concept notes, teaching learning materials, session plans, and handbooks as required for its initiatives on Gender.

### Scope of Work and Key responsibilities:

Under the overall guidance of Project Manager, PREM and in close coordination with State Programme Officer of UNFPA Odisha (and/or designated authority), the coordinator shall provide high quality technical support at policy and program level to implement initiatives to strengthen mechanisms to address gender based violence and harmful practices with specific focus on strengthening multi-platform initiatives (Self Help Group Members, public health facilities, police, Faith Based Organizations, tribal adolescents, and Special Schools etc).

Broad roles and responsibilities of the positions are as follows:

1. Development of resource materials to strengthen response towards GBV
2. Build capacities of field team on knowledge management and training
3. Provide technical assistance in review and development of Teaching Learning Materials on Gender
4. Research and analyze policies on GBV

### Consultancy Fees:

In full consideration for the timely performance of the services, PREM shall pay the Consultancy Fees of INR 3,75,000/- (Three Lakh Seventy-Five Thousand Only) subject to deduction of TDS as

applicable. For any Official Travel (if required), PREM will additionally reimburse the Travel and Accommodation Expenses against submission of claims and Original Invoices as per the travel policy.

#### KEY DELIVERABLES & PAYMENT SCHEDULES

Sr. No.	Component	Timelines	Percentage of Payment	Amount in INR
1.	Development of 7 LSE sessions p for tribal adolescents using discourse-based pedagogy	10 November, 2024	20%	50,000
	Submission of a print ready designed version of the compendium of LSE			25,000
2.	Submission of revised teachers' handbook (Year 2 and 3); practical handbook for the course on Gender, Population and Development including incorporation of feedback of experts	25 November, 2024	20%	50,000
	Submission of print ready designed version of Year II, Year III and Practical Handbook			25,000
3.	Submission of the framework, timetable, syllabus & teachers' handbook for Sunday schools	25 December, 2024	40%	1,00,000
	Submission of print ready designed version of the Teachers' handbook for Sunday Schools			50,000
4.	Development and designing of 3 comprehensive factsheets on the project Social Empowerment of Women through Women Self Help Groups of Mission Shakti	25 December, 2024	20%	75,000
	Total		100%	3,75,000/-

**\*Along with the above deliverables, the consultant will also provide Technical Assistance to ensure quality during capacity building activities of SHGs, relevant stakeholders and advocacy events.**

**\*Prioritization of the deliverables may be changed subject to need and upon mutual agreement.**

**Qualifications and experience:**

**Education:**

Master's Degree in Social Sciences or any gender related courses.

**Knowledge and Experience:**

- 5 years of experience in gender related work specifically addressing gender based violence and related work at preferably at state level
- At least three years of experience in working with relevant government departments.
- Previous experience on developing session plans, TLMs, trainers handbook, schemes/policies and as a trainer on Gender and on laws and legislations
- Relevant experience in documentation and preparation of reports on issues related to gender and gender based violence
- Working experience & familiarity with any UN Agency and government system is desirable.

**Languages:**

Fluency in written and spoken English. Knowledge of Hindi will be an advantage.

**Required competencies**

<p><b>Values:</b></p> <ul style="list-style-type: none"><li>● Exemplifying integrity,</li><li>● Demonstrating commitment to UNFPA and the UN system,</li><li>● Embracing cultural diversity,</li><li>● Embracing change</li></ul>	<p><b>Functional Competencies:</b></p> <ul style="list-style-type: none"><li>● Advocacy/ Advancing a policy-oriented agenda</li><li>● Leveraging the resources of national governments and partners/ building strategic alliances and partnerships</li><li>● Delivering results-based programmes</li><li>● Internal and external communication and advocacy for results mobilization</li></ul>
<p><b>Core Competencies:</b></p> <ul style="list-style-type: none"><li>● Achieving results,</li><li>● Being accountable,</li><li>● Developing and applying professional expertise/business acumen,</li><li>● Thinking analytically and strategically,</li><li>● Working in teams/managing ourselves and our relationships,</li><li>● Communicating for impact</li></ul>	

**Contact Information:**

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**Application Process:**

Interested candidates please send your latest resume and one-page motivation letter mentioning why you think you are suitable for this position to: [preoffice.hr@gmail.com](mailto:preoffice.hr@gmail.com)

**Last date** of application – Candidates are requested to apply by 5pm, 25<sup>th</sup> October, 2024