

COMISSÃO DA CEDEAO

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Agence Régionale pour l'Agriculture et l'Alimentation

ARAA



ECOWAS COMMISSION

Regional Agency for Agriculture and Food

RAAF

**Project for the Promotion of Integrated School Feeding Models in
West Africa (PMAI-AO)**

Terms of reference

Selection of a Gender Individual consultant

Reference :	ARAA/PMAI-AO/2023/SCI/010
Date of publication	April 5, 2023
Deadline for response	28 April 2023 at 17:00 GMT

1. Context

On December 6, 2022, ECOWAS signed a memorandum of understanding with the Spanish Agency for International Development Cooperation (AECID) to provide financial support for the implementation of the Project for the Promotion of Integrated School Feeding Models in West Africa (PMAI-AO). This memorandum allows this project to start, with a 4-year implementation period.

The action is part of the continuity of the regional agricultural policy support project (ECOWAP/CAADP) PHASE I, financed by AECID (5 million €) and more particularly constitutes the only action implemented within the framework of the Regional Programme of Support to National Social Safety Nets in West Africa (PRAFNS). Therefore, the general objective will be "To improve human capital development in West Africa" and the specific objective "To improve sustainable access to a healthy and balanced school food basket for children".

The project will contribute to both strategic references present in the design of school feeding programmes, on the one hand human capital and education for the improvement of socio-economic inclusion of young people and on the other hand food and nutritional security for the reduction of vulnerability and the strengthening of resilience

For its implementation the RAAF plans to recruit a Gender Individual consultant.

2. Roles/Responsibilities

The Gender Consultant of the Project for the Promotion of Integrated School Feeding Models in West Africa (PMAI-AO) financed by the Spanish Cooperation is responsible for ensuring that gender is taken into account and that gender equality is promoted in order to contribute to the achievement of the project's expected objectives.

The consultant will also contribute to supporting the RAAF in improving gender mainstreaming in the projects it coordinates. He/she reports to the Head of the Technical Operations Division.

As such, he/she will be responsible for the following tasks:

Contribute to the mainstreaming of gender and development aspects in programmes and projects:

Ensuring that the concerns of vulnerable women and men are taken into account as integral dimensions in the implementation of programmes and projects under RAAF coordination;
Develop a gender action plan, identifying concrete issues and activities to support social inclusion and gender mainstreaming in all RAAF coordinated project activities;

Contribute to the general implementation of the PMAI-AO project

Propose and integrate, if necessary, new gender-related actions or even specific actions for women or men in the implementation of the project activities;

Contribute to the preparation of technical reports

Ensure the systematic and continuous archiving of project files;

Perform all other tasks related to the achievement of the project objectives.

Ensure capacity building and the promotion of the role of women in decision-making

Identify training needs for project team members and project leaders and develop training plans for effective gender mainstreaming;
Promote gender mainstreaming in field actions and equitable access to project services for women and men;
Ensure that dialogues and meetings are held between men, women, boys and girls on gender equity issues;
Supervise women's capacity building and empowerment actions

3. Qualifications, experiences, skills

Qualifications

At least a Bachelor's degree (BAC +3 or degree in the LMD system) or higher in gender studies, rural development, social sciences, or other relevant field.

Experience required

At least 3 years of experience in the implementation of programmes and projects in the field of food security, gender, humanitarian and rural development issues

At least three (3) years of relevant experience in promoting gender equality;

Desired experiences

In addition to the mandatory experiences mentioned above, the experiences below are also desired:

Flexible, able to work in a team in a multicultural environment and under pressure;

Good organisational skills, professionalism and ethical qualities

Experience in a project funded by international donors;

Experience working with one of the regional or national organizations

Skills

Good knowledge of the ECOWAS agricultural policy;

Good knowledge of school feeding issues and the situation of women's rights in West Africa;

Strong ability to apply different gender-related development concepts in the specific context of the project;

Very good knowledge of international human rights instruments and women's rights instruments and objectives (CEDAW),

Strong project/programme planning and implementation skills (including logical framework methodology, results-based management and project cycle methodology);

Excellent command of office software (Word, Excel, PowerPoint, etc.);

Familiarity with a multicultural working environment;

Fluency in French and English (at least C1 level in both).

4. General conditions for the mission

- o The consultant will be based in Lomé, Togo, at the headquarters of the Regional Agency for Agriculture and Food;
- o The duration of the contract is one year renewable after its satisfactory evaluation and subject to the availability of resources.
- o The start of the mission is scheduled no later than the 2nd quarter of 2023
- o The mission is full-time and de facto excluded from any other engagement incompatible with this condition
- o The maximum annual remuneration is set at €30 924 per year and will depend on the experience and qualifications of the selected consultant;

- o The Consultant is called upon to refrain from any situation that could put him or her in conflict of interest in the context of the mission assigned to him/her.

5. Selection procedures

5.1 Eligibility and qualifications

The ECOWAS Commission, through the Regional Agency for Agriculture and Food (RAAF) hereby invites natural persons to express their interest in providing the required services by providing information demonstrating that they possess the required qualifications and relevant experience to carry out the mission. Qualification and experience criteria better described in the terms of reference.

The attention of interested individual consultants is particularly drawn to Article 117 of the revised ECOWAS Public Procurement Code ("Offences by Candidates, Bidders and Winners"), which provides information on corrupt or fraudulent practices in competition or contract performance. In addition, please refer to the following specific information on conflicts of interest related to this assignment in accordance with Article 118 of the revised ECOWAS Public Procurement Code.

5.2 Application file

The application file consists of :

- A cover letter, including the availability period ;
- A recent curriculum vitae detailing professional experience and similar assignments;
- Three professional references (first and last names, current functions, functions at the time of collaboration with the Consultant, email and telephone contacts) ;
- Copy of the highest degree in gender studies, rural development, social sciences, or other relevant field ;
- Copy of the certificates of work or service rendered, listed in the curriculum vitae.

5.3 Receipt of applications

- Deadline for receipt of applications: 28 April 2023 at 17:00 GMT;
- Submission links: Applications will be submitted by download to Dropbox <https://www.dropbox.com/request/OKBXnpQUOKcXWSpx6Ozt>
- Application format: The application must be in the form of a single PDF file;
- RAAF reserves the right not to consider applications that do not meet the above submission requirements.

5.4 Selection method

A consultant will be selected according to the individual consultant selection method described in the ECOWAS "Procurement Regulations". An interview to assess knowledge, skills and abilities may be arranged with the best candidates. Only shortlisted candidates will be contacted. For equal skills, female candidates will be privileged. RAAF reserves the right not to act on this advice.

5.5 Request for additional information

Interested consultants can obtain further information by writing to the following e-mail addresses: procurement@araa.org cc: ctienon@araa.org, mnakorba@araa.org with the subject "SCI009- PMAI-AO- a Gender Individual Consultant ".