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**Terms of Reference**

**Hiring consultant for Customization of Modules and Conduct Training for**

**Local Government (LG) Officials**

**Background:**

Christian Aid Bangladesh is initiated a project called – “The Combatting Gender Based Violence in Bangladesh (CGBV)” under the commission of UN Women, funded by Global Affairs Canada. The project focuses on primary prevention, stopping violence before it occurs, as it is a strategic approach to ending violence against women and girls. The project recognizes that prevention of violence requires sustained and comprehensive action at individual, family, organizations and societal levels. CGBV intends to create a holistic framework of integrated and mutually reinforcing intervention to address the underlying causes and drivers of violence against women and girls; make duty bearers accountable to comply with international and national obligations addressing violence against women and promote their equal status in the society. Simultaneously, the Project is enhancing the capacity of civil society to advocate and influence policies for a violence free society and strengthen women’s voice and agency. The project is also engaging and partnering with district based and high-level leadership of key institutions such as local government and workplaces to prevent and address violence against women. Finally, the project is creating a strong and expanded knowledge base system to inform prevention policy and programming.

**Objective:**

Under the light of this background, Christian Aid, Bangladesh aims to facilitate 03 days training at three districts of Bangladesh on – **“Gender-Responsive Violence Against Women (VAW) Prevention in Local Government exclusively for District and Sub-District Level Government institutions in Bangladesh**”. Moreover, the project has developed a training manual and the manual intends to build capacity of local government officials and public representatives including Deputy Commissioner’s (DC) office employees, officials of government departments at district level, Nari Nirjatan Protirodh Committee (NNPC) Members; and Government Officials and Public Representatives at District, Upzila and Union Level. The will pave the way for increased capacity and accountability of local level duty bearers to effectively prevent VAW.

**Purpose/ Scope of the training:**

The training will be held at three districts of Bangladesh with Local Governments High Officials by aiming at boosting CGBV project meet its goal and strategic approach of preventing violence against women. Therefore, the purpose of this training as following:

* To enable LG high officials to understand the gender concepts and gender mainstreaming, Deepening understanding of VAW as a gender and development issue; and practicing gender analysis as LG core activities.
* To enable the officials to understand and take into account VAW prevention and response as an urgent issue and its impacts on larger scale. Clear understanding on sociological framework and the risk and protective factors for VAW; opportunities and challenges in VAW prevention and response in Bangladesh; and role of local government in VAW prevention and response.
* To support the LG officials with exclusive understandings of good local governance and Human Right Based Approach (HRBA) concepts, principles and practices in relation to VAW. developing mechanisms and improving district / sub-district coordination for VAW prevention and response; Gender Responsive Budgeting &Planning (GRB&P) concepts, GRB&P for VAW and M&E framework.
* To develop training session and exercise tools following the international standards with easy and understanding way.

**Methodology:**

* A consultant individual/organizational will be hired to facilitate the training session using flexible, easy accessible and understandable training methodologies.
* Consultant will facilitate training with participatory manner based in specific knowledge-based learning session on VAW prevention and response in socio-cultural and Local Government context.
* The consultant/facilitator must outline the session plan including required resources materials/session notes to be used in the sessions and has to make these materials available for the participants
* The facilitators’ process and methods must be multidimensional
* Consultant/facilitators will develop the easy understanding customized training module in Bangla (from the existing one) and will facilitate the training based on VAW prevention as a holistic way in local government context. The customized Bangla language module will be absorbed and taken by Christian Aid as the training module of VAW prevention in LG context along with UN Women developed main module of VAW prevention.

**Possible start date: 1st of August 2020**

**Deliverables:**

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| Deliverables | Time lines |
| * **One comprehensive customised training module in Bangla and** related reading materials for the participants. English version of the module will be provided
 | By 15 days after the contract award |
| * Conduct trainings with District level Government Officials (nominated by DC Office) at three locations
 | September - October 2020 |
| * Required and supportive session notes of all the decisions/recommendations is made session plan/topics
 | With the module |
| * Pre and Post test questionnaire with proper analysis
 | With the three batch training report |
| * Training Report within 7 (Seven) days after the training for the final payment with concrete action plan
 | December 2020 |

**Facilitator Requirements:**

Facilitator need to have the following competences-

* Working experience on GBV and VAW prevention in Local Government context.
* Good knowledge and working experience on Gender Responsive Budgeting, HRBA and Local Government Budgeting process.
* Have experience to conduct similar training (GBV and VAW prevention in LG context considering LG official and budget context)
* Have knowledge on the SDG goal on gender equity, national laws and policies based on VAW prevention in LG context.
* Excellent facilitation capacity/skill both in English or Bangla
* Excellent capacity/skill in translating module in English or Bangla
* Specific training module development capacity on the proposed issues.
* Understanding on VAW prevention and Human Right Based approach in time of LG context of Bangladesh.
* Demonstrate capacity to produce high quality reports from previous undertakings in terms of English Language proficiency report content and report structure
* A Valid and practical action development capacity from this training related to project goal.
* The ability to meet deadlines.

**Reporting:**

The Consultant will directly report to Programme Officer- Gender and Inclusion (CGBV Project Manager) of Christian Aid. He/she will need to work closely with CGBV team as a whole.

**Mode of payment:**

The payment will be made through account payee cheque in favour of Audit Firm upon successfully completion of the assignments. Tax and VAT will be deducted at source as per govt. rules and regulations.