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**Terms of Reference**  
**Gender Consultant (Women's Participation)**  
**Technical Assistance to support the implementation of the National Strategic Plan for the Advancement of**  
**Women (NSPAW) 2013-2022**  
**Women's Participation Technical Working Group**

### **About Development Alternatives Inc. (DAI)**

DAI is an employee-owned global development company. For 40 years, we have worked on the frontlines of international development, tackling fundamental social and economic development problems caused by inefficient markets, ineffective governments, and instability. Currently, DAI is delivering results that matter in some 60 countries. Our integrated development solutions turn ideas into impact by bringing together fresh combinations of expertise and innovation across multiple disciplines—crisis mitigation and stability operations, democratic governance and public sector management, agriculture and agribusiness, private sector development and financial services, economics and trade, HIV/AIDS and disease control, water and natural resources management, and energy and climate change. Our clients include international development agencies, international lending institutions, private corporations and philanthropies, and national governments.

### **The DaNa Facility Program Overview**

The DaNa Facility is an innovative 25 million private sector development programme based in Myanmar created and funded by the UK Government's Department for International Development (DFID) running from 2015 through 2020.

The DaNa Facility is designed to support the transformation of Myanmar's economy to become more inclusive, with a focus on priority sectors that have potential to substantially enhance inclusive economic growth. The goal is to generate new jobs, increase household incomes, or create new economic opportunities for the poor and near-poor, women, youth and disadvantaged communities.

DaNa Facility works across a variety of sectors and regions in Myanmar, and to respond to emerging private sector development priorities.

### **1. Background**

The Women's Development Division in the Department of Social Welfare, Ministry of Social Welfare, Relief and Resettlement is responsible for the implementation of the Myanmar National Strategic Plan for the Advancement of Women (NSPAW) 2013-2022 which was developed in 2013. Myanmar is a signatory to the Convention on the Elimination of All Forms of Discrimination against Women (CEDAW), the Beijing Platform for Action and the Sustainable Development Goals (SDGs). NSPAW guides the implementation of the CEDAW principles and the twelve priority areas of the Beijing Platform for Action in Myanmar.

The Myanmar National Committee on Women (MNCW) is responsible for policy, decision making and oversight implementation of NSPAW, including CEDAW recommendations, SDG 5 on Gender Equality and mainstreaming gender in other SDGs, and Myanmar commitments to the ASEAN Committee for Women (ACW) Work Plan 2016-2020. The Gender Equality and Women's Empowerment Co-ordination Group (GEWECG) aims to coordinate development partner technical and financial support for the implementation of NSPAW.

To support the implementation of NSPAW, four Technical Working Groups (TWGs) have been established to deal with specific technical issues. The Women's Participation TWG aims to ensure women's full and effective



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participation and equal opportunities for leadership at all levels of decision-making in political, economic, and public life.

It reports to the MNCW every six months and will feed into and support broader work on Gender Equality and Women's Empowerment through the GEWE CG. The TWG seeks to further Myanmar's commitments with respect to CEDAW, the Beijing Platform for Action, and SDGs.

The Department of Social Welfare is looking for technical assistance to support the Women's Development Division further the objectives of the Women's Participation TWG. The TA will be full-time, embedded in the Women's Development Division (WDD). Support will be for one year initially, covering the period of Sep 2019-Aug 2020.

They will be coordinated by an International Senior Gender Advisor reporting to WDD which reports to the DSW Director General. The Unit supporting the WDD and the DSW in general, therefore four TWGs will constitute International Senior Gender Advisor, four TWGs national technical assistances.

## 2. Objective and scope of the Technical Assistance to Participation TWG

The objective of the TA is to:

1. Support the Women's Development Division to coordination the implementation and monitoring of activities by NSPAW Technical Working Group on Participation and Leadership.
2. Ensure close collaboration with other TWGs to develop synergies and joint efforts, where possible
3. Support DSW on reporting of achievements and results of the TWGs to MNCW as required.
4. Support any additional functions as required by DSW to prepare related Thematic reports, to conduct related meetings with partners.

## 3. Recipient

The primary recipient of this project will be the Department of Social Welfare in the Ministry of Social Welfare, Relief and Resettlement (MSWRR).

## 4. Responsibilities

The key responsibilities of the technical assistance will be to assist the Women's Development Division to further the objectives of the Women's Participation Technical Working Group:

1. Develop an annual work plan and budget for the implementation of the relevant NSPAW priority area(s), including activities that address SDG 5 on Gender Equality, CEDAW recommendations, UPR recommendations, UNSCR 1325, Myanmar's commitments to ASEAN Committee on Women, and ASEAN Commission on Promotion and Protection of Rights of Women and Children;
2. Provide technical support to developing and implementing a three-year NSPAW Operational Plan;
3. Identify research and data needs, including sex-disaggregated data of existing data sets;
4. Develop communications materials for awareness-raising across government, in States and Regions, and with other stakeholders;
5. Identify and share good practice and learning from implementation;
6. Contribute to the drafting of policy briefs including policy recommendations and priorities;
7. Contribute to the State reports (UPR, CEDAW, SDG, etc.) as required by DSW;
8. Collaborate actively with the three other TWGs to develop and implement work plan activities related to the NSPAW;
9. Coordination with development partners including civil society organisations, government departments, donors and the private sector;



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10. Organising quarterly meetings of the TWG ensuring agendas are drafted and minutes are prepared and distributed;
11. Support monitoring and reporting on progress of TWG to the MNCW and GEWE Coordination Group every six months; and
12. Provide day to day support to the Women's Development Division activities.

## 5. Profile and Competencies

1. Master's degree in a relevant field in social science, development, social inclusion or gender, economic or political participation
2. A minimum of 5 years of experience working in the field of gender and development, especially women's economic and political participation, including experience of working with government
3. An excellent understanding of the policy environment in Myanmar
4. Established relationships with organisations (government, civil society, private sector, UN and donors)
5. Strong organisational skills and an ability to prioritise time and competing priorities
6. Well-developed inter-personal skills and a demonstrated capacity to work effectively with a team, with limited supervision, and with people from diverse backgrounds
7. Fluent in oral and written Myanmar and English
8. Intermediate to advanced skills in Microsoft Office including Word, Excel and PowerPoint

### Supervision:

The Gender Consultant (Women's Participation) will report to and be line managed by the International Senior Gender Advisor of the NSPAW and the Gender Equality & Social Inclusion Lead of the DaNa Facility. The International Senior Gender Advisor of the NSPAW will report to the Director of the Women's Development Division. The Gender Consultant (Women's Participation) will regularly communicate with the TWG co-chairs who will provide technical guidance and feed into work planning and priority setting.

### Level of effort:

Full time, 220 days per year.

### Start date:

September 2019.

### End date:

The contract period is initially for one year with potential for extension.

### Location:

Women's Development Division in the Department of Social Welfare, Ministry of Social Welfare, Relief and Resettlement, Nay Pyi Taw, Myanmar with occasional travel to other states/regions.

### Application close date:

**4<sup>th</sup> September 2019 (Wednesday).** However, we will review applications as they come in and we may hire if we find a suitable applicant so we encourage early applications.

### Remark:

Only candidates residing in Myanmar may apply for this post.

Interested candidates are invited to submit an application cover letter explaining how the candidate meets the criteria required and a curriculum vitae (CV) with overall experience, including: i) contact details; and ii) contact details of three referees, to the following email address: [info@danafacility.com](mailto:info@danafacility.com) with the following title in the subject line "The Gender Consultant (Women's Participation)". The appointment may be subject to police verification and other checks, including references, educational, professional and medical clearance. No accommodation or relocation expenses are payable in connection with this position. Only shortlisted candidates will be contacted.