



## **TERMS OF REFERENCE**

### **Regional Senior Consultant – Gender Specialist Green Climate Fund (GCF) Readiness Support project:**

**“Strengthening the foundation for a climate responsive agricultural sector in the Caribbean”**

#### **1. Background:**

The GCF- Readiness Project titled “Strengthening the foundation for a climate responsive agricultural sector in the Caribbean” (GCF CARICOM AgREADY, in short) is funded through a Grant Agreement with the Green Climate Fund (GCF) with The Bahamas- The Ministry of Environment and Housing as the lead National Designated Authority (NDA) and the Inter-American Institute of Cooperation on Agriculture (IICA) as the delivery partner.

The AgREADY project seeks to raise the profile of the agricultural sector in GCF’s climate financing prioritization processes by implementing an evidence-based and inter-sectoral strategy for developing and rebranding Caribbean agriculture as “low-emissions”, to enhance market opportunities and attract private sector investments. The project logic is premised on a vision of developing “A Climate responsive agricultural sector in the Caribbean that supports food security, livelihoods and uses natural resources sustainably” by addressing barriers of ineffective mechanisms and engagement with agricultural experts and stakeholders in GCF climate programming processes, policy gaps, and limited or fragmented data/information to inform climate risks planning, programming, and action in the sector.

The IICA-GCF Readiness Project targets nine countries (The Bahamas, Belize, Dominica, Haiti, St. Kitts and Nevis, St. Lucia, Saint Vincent and the Grenadines, Suriname, and Trinidad and Tobago) in the CARICOM sub-region, with specific objectives and activities related to:

- To improve the enabling conditions to design, implement and evaluate options for enhanced climate action in the agricultural sector by strengthening policies, capacities, frameworks, methods and institutional arrangements for the collection, monitoring, measuring, reporting, verifying (MRV) and analyzing agricultural and associated activity data from the sector.
- To increase the number of projects identified for development and investment in a pipeline of evidenced-based and bankable projects aligned with regional and national priorities as informed by climate risk assessments of the agriculture sector.
- To disseminate best practices for institutional capacity building, coordination, and pipeline development of more robust proposals for building climate-resilience along prioritized agricultural value chains, with a focus on cultivating the innovative capacity of the region’s youth.



## **2. Objective of the consultancy:**

The AgREADY project is designed with gender as a crossing cutting theme in all the project activities and products. As such, the objective of this consultancy is to integrate gender analysis, approaches and responses in activities and products.

## **3. Minimum Qualifications and Requirements:**

Bachelor's degree (master's degree preferred) in gender studies, social sciences, human rights, or any relevant field directly related to inclusion and empowerment of traditionally marginalized populations

- Minimum 7 years of relevant work experience at national or international level in gender integration and inclusion, and the design, planning, implementation and/or monitoring of development projects relating to climate change, natural resource management, and/or gender equality;
- Demonstrated knowledge of gender equality, climate resilience, and the Caribbean region and experience integrating gender and youth considerations into methodologies, processes, policies, and studies
- Excellent written and oral communication skills in English; ability to communicate in French a plus.
- Excellent team player with good communication and interpersonal skills.
- Ability to manage workload with minimum supervision
- Display cultural, gender, religion, nationality sensitivity and adaptability

## **4. Activities**

As part of a team of experts, the Gender Specialist will provide support and stand-alone type activities. Stand-alone, refers to activities and resulting products that are directly and solely mapped to the Gender Specialist with little or no inputs from other consultants. Whereas support activities will focus on the Gender Specialist assisting other consultants with mainstreaming gender analysis, approaches and responses in their activities and products. These activities are specified in the following table:

ACTIVITIES	DELIVERABLES (#)
<b>STAND ALONE ACTIVITIES</b>	
<ul style="list-style-type: none"> <li>Prepare gender-related content for an updatable virtual course on agriculture sectoral guideline and opportunities and strategies for enhancing the input and capacity of agricultural stakeholders in GCF programming.</li> </ul>	<p>A report on the gender-related content and material for a virtual course on agriculture sectoral guideline and opportunities and strategies for enhancing the input and capacity of agricultural stakeholders in GCF programming from a gender perspective.</p> <p><b>DELIVERABLE # 1</b></p>
<ul style="list-style-type: none"> <li>Prepare gender-related content and material for national and regional workshops geared towards enhancing the input and capacity of agricultural stakeholders in GCF finance programming and broader climate change decision-making processes.</li> </ul>	<p>A report on gender-related content and material for national and regional workshops</p> <p><b>DELIVERABLE #2</b></p>
<ul style="list-style-type: none"> <li>Compile and review selected case studies on gender analysis, mainstreaming and response actions in climate resilient (mitigation and adaptation) agriculture in the Caribbean and other relevant geographical locations.</li> </ul>	<p>Case Study Report</p> <p><b>DELIVERABLE #5</b></p>
<ul style="list-style-type: none"> <li>Collate documents, projects, policies, studies and programs related to gender inclusion in agriculture and climate change</li> </ul>	<p>A document library</p> <p><b>DELIVERABLE #8</b></p>
<b>IN SUPPORT OF CONSULTANTS</b>	
<ul style="list-style-type: none"> <li>Provide technical input to consultants in the assessment of needs and barriers from a gender perspective regarding the development of evidence-based climate responsiveness with a focus on the gaps/barriers related to policy &amp; regulatory frameworks and private sector investment</li> </ul>	<p>Report on gender-related contributions &amp; technical input made to the Barrier and Needs Assessment Analysis</p> <p><b>DELIVERABLE #3</b></p>
<ul style="list-style-type: none"> <li>Provide technical input to the design, development and writing of 2 multi country concept notes including rationale for gender approaches and responses, recommended activities, indicators, and other relevant sections of the concept notes.</li> </ul>	<p>Report on gender-related contributions &amp; technical input made to the development of two concept notes</p> <p><b>DELIVERABLE #4</b></p>

<ul style="list-style-type: none"> <li>Provide technical input towards the development and validation of gender sensitive guidelines for stakeholder engagement.</li> </ul>	<p>Validated gender sensitive guidelines for improved engagement processes (including regional virtual workshop)</p> <p><b>DELIVERABLE #6</b></p>
<ul style="list-style-type: none"> <li>Support consultants to integrate gender into a Youth Certification Programme for building the skills and competence of youth for strengthening the climate resilience of agriculture in the Caribbean.</li> </ul>	<p>A plan, inclusive of guidelines, recommendations and actions for incorporating gender in a Youth Certification Programme for building skills and competence in climate resilient agriculture.</p> <p><b>DELIVERABLE #7</b></p>

### 5.1 Payment Schedule

<b>DELIVERABLE #</b>	<b>PAYMENT DATES</b>	<b>PAYMENT AMOUNT (%)</b>
#1, #5, #6	Dec 30 <sup>th</sup> , 2021	35%
#2, #3	March 31 <sup>st</sup> , 2022	35%
#4, #7, #8	February 28 <sup>th</sup> , 2023	30%

### **5. Contract Period:**

The Consultant will be hired for over a period of 5 working days total however, services would only be required as per payment schedule by deliverable (Section 5) or until the specific assignments for the required services are completed, whichever is sooner. This is a consultancy, and the contract will begin once the contract is formalized and signed by all parties.



**6. Payment:**

- a) Source of Funding: GCF Readiness Project
- b) Payment currency: USD
- c) Payment method: \$500 per working day

**7. Unit responsible for monitoring:**

Climate Change, Natural Resources and Management of Production Risks Program

**8. Position of the officer responsible for monitoring:**

- 1. Shalini Maharaj, Project Manager, Green Climate Fund

The consultant will also be accountable to:

- 2. Chaney St. Martin, International Specialist in Water and Soil Management, IICA Delegation in Trinidad y Tobago; and
- 3. Kelly Witkowski, Manager-Climate Change and Natural Resource Program, Directorate of Technical Cooperation

**9. Travel:**

Any travel required will be defined together with the consultancy supervisor, with costs covered by the Project/IICA

**10. Submission:**

The interest in the consultancy must be submitted by end of business until 16:30 hours (Atlantic Standard Time) on July 30<sup>th</sup>, 2021. Submissions should be made electronically to: [caribbean.agready@iica.int](mailto:caribbean.agready@iica.int).

The files submitted should include: a) curriculum vitae; and b) technical and financial offer.

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