Role Description
Gender Strategy Consultant

ABOUT FIELD READY
Field Ready is a non-governmental organization dedicated to bringing innovation to international aid. Our vision is to meet humanitarian need by transforming logistics through local manufacturing, innovative design and engaging people in new ways. We do this so that people have what they need, where and when they need it worldwide. The impact of this is dramatically improving the efficiency and effectiveness of aid delivery whether at an underserved health clinic, remote distribution point or refugee camp. More information can be found at www.fieldready.org.

CONSULTANCY SUMMARY
Field Ready is scaling its approach which entails ensuring that we have a strong and appropriately tailored gender strategy. An exceptionally talented consultant is sought to develop this strategy with particular regard to our programming in the Middle East.

The best applicants will combine relevant know-how with excellent people skills and an ability to get things done under challenging conditions. This is a special opportunity for someone who wants to use their skills and experience to improve the lives of people around the world.

SCOPE OF WORK
Using a mixed approach developed in close cooperation with Field Ready staff, the consultant will undertake analysis to identify gender-specific challenges and opportunities in local manufacturing and related activities. This will involve the design and conduct of a participatory workshop(s), advise on and support the development of an organizational gender strategy. The resultant strategy should reflect the latest thinking on gender in aid settings while clearly identifying and mitigating risks for intended and unintended impacts. Above all, the strategy should be fit-for-purpose and readily implementable.

Timeline
The timeline provides some flexibility with the expectation that the final deliverables will be provided by the end of April, 2020. The total workdays are expected to be 20-30 days inclusive.

Expected outputs and deliverables
The consultancy should result in the following outputs and deliverables:

1. Inception meetings to finalize scope of work, expectations, processes, work plan and other technical aspects of the consultancy
2. Information gathering phase to include briefings, desk review, key informant interviews of selected staff (and possibly key stakeholders) and one or more workshops.
3. Plan and hold a strategy workshop(s). Given logistical constraints, it is expected that this be held remotely using ICT. If this itself is constrained, the consultant is expected to work with staff to develop similar mechanisms to achieve the same results.
4. Plan and develop a key findings and recommendations meeting with various stakeholders for review and finalization of findings.
5. Draft and final Strategy Report, summary fact sheet and implementation recommendations. The consultant will produce a draft report to be submitted to Field Ready on the agreed date for review including by our donor for this work. A final report (MS Word, Excel files, PDF), including any feedback provided, will then be submitted. If provided, the report needs to follow any template and incorporate guidance.

QUALIFICATIONS & CHARACTERISTICS
As a baseline requirement, all applicants will need to have previously developed gender strategies for humanitarian relief organizations in conflict affected contexts. Strong applicants will possess a mix of the following:

- Advanced degree in sociology, anthropology, women’s studies, gender studies, or other related discipline.
- Minimum of three years of progressively responsible experience, preferably with an international NGO mainstreaming gender equity into different sectoral program programs. Experience in the Levant, including work on the Syria crisis, is an advantage.
- At least five years’ experience in gender programming, leading gender analysis and/or gender audits, providing gender technical support to organizations and institutions; OR an equivalent combination of education and experience.
- Proven successful ability to conduct gender analyses and develop strategies based on that analysis.
- Demonstrated ability to develop evidence-based recommendations and interventions to promote gender equity and women’s empowerment.
- Excellent verbal and written communication skills, including demonstrated ability to write required documents, analyses and reports in a clear, concise, well-organized manner.
- Fluency in English, written and oral, required; Arabic language skills are an asset.

TO APPLY
Please submit a proposal comprising the following:

1. Detailed CV.
2. Cover letter containing a technical proposal which, a) indicates how the consultant is going to achieve the deliverables, b) a capacity statement detailing the consultant’s ability to deliver a high quality strategy report within the given timeframe including an overview of relevant work and technical experience, and c) renumeration and any other expectations.
3. A sample of previous relevant work undertaken contained as a separate attachment or URL (if this was not 100% led by the applicant, details need to be provided on their actual input).
4. Contact details for at least two references for similar assignments done within the last three years.

The completed application - in no other format except MS Word or PDF - should be emailed to: info [at] fieldready.org. The title “Gender Strategy Consultant” must be included in the subject line. Please also note that applications that do not conform to the above requirements may not be considered. Please do not call the organization; only written applications will be considered and only short listed candidates will be contacted.