

## **TERMS OF REFERENCE (ToR) FOR GENDER COACH**

**Location:** Nairobi

**Language required:** English, Kiswahili.

**Duration of Contract:** 6 months

### **Introduction**

Katiba Institute (KI), in partnership with the Social Justice Center Working Group (SJCWG), is implementing a project titled “*Enhancing Prevention and Response to Gender-Based Violence Exacerbated by the COVID-19 Pandemic*”, funded by the Royal Norwegian Embassy.

Katiba Institute is a research, litigation, and community engagement organization operating as a non-profit, non-governmental body with the principal objective of achieving social justice through the Constitution, while the Social Justice Centers Working Group is a network of grassroots social justice community-based organizations acting as platforms for consolidating the efforts human rights defenders from different parts of Kenya with a goal to pursue a democratic state founded on social justice.

Physical, sexual, and other forms of violence against women and men have devastating consequences, including serious physical, mental, sexual, and reproductive health problems, including unplanned pregnancies. Violence against both genders, be they adults or minors, is also a crime and vulnerable persons have a right to protection under the law, in all circumstances. The project, therefore, seeks to enhance freedom from Sexual and Gender-Based Violence (SGBV) in various informal settlements in Kenya, by improving SGBV response and prevention through greater community engagement and ownership. The Gender Coach will provide technical assistance in the implementation of the project. Which will be implemented in six counties, namely: Nairobi, Kisumu, Kakamega, Mombasa, Kajiado, and Vihiga.

### **Summary of the Technical Assistance**

1. **Purpose:** To provide hands-on training and capacity-building assistance to SGBV Champions who will be at the gender desks in 30 Social Justice Centers in the 6 counties. The coach will help SGBV Champions to handle cases that are beyond their skill set, steer, and follow up court cases, and facilitate a contextually sound understanding of gender and gender-based violence in the different forums of the project.
2. **Geographical Location:** Nairobi, Kisumu, Kakamega, Mombasa, Kajiado, and Vihiga counties.
3. **Target Population:** Community SGBV Champions, SGBV Project Officer, SJCWG Staff, and KI Staff.

4. **Deliverables:** Content on SGBV for training of SGBV champions, support development of SGBV sensitization materials, conduct on-the-job-training for SGBV community champions; and follow up and support supervision.
5. **Management Team:** KI Program Team and Project Coordinator

### **Scope of Work**

The hands-on training of community SGBV champions and other related staff will be important in supporting increased knowledge and skills on sexual and gender-based violence, address the response mechanisms and post violence care for SGBV cases at the community level. It will also strengthen SGBV-related legal services and facilitate access to justice by the survivors.

The Gender Coach to provide the technical assistance will be expected to undertake the following tasks:

- Submit a work plan for the execution of the project.
- Support the develop of a protocol for handling SGBV cases, from reporting to survivor getting justice.
- Support the design of the necessary tools for the execution of the project.
- Develop the training materials for training community SGBV champions and community sensitizations by the trained community SGBV champions.
- Provide continuous routine monthly and quarterly supervisory support to the community SGBV champions on implementation of the action plan, from the training, and to strengthen the community GBV structures.
- To be readily available on phone for consultation on SGBV cases for the period of the contract
- Provide technical assistance report.

**KI and SJWG shall cater for accommodation, transport, and meals for specially organized off-site events.**

### **Deliverables**

The primary deliverables that the Gender Coach should deliver to KI and SJCWG are as follows:

- a) A work plan for the assignment.
- b) A protocol or standard operating procedure for handling SGBV cases, from reporting to survivor getting justice.
- c) Tools required for the execution of the project.
- d) Activity reports for the assignments conducted.
- e) Training materials for the Community SGBV Champions.
- f) Quarterly Supervisory support report and follow up quarterly plans.
- g) Detailed technical assistance report.

## **Expertise and Qualifications**

- 1) Evidence of technical capacity with at least 3 years on capacity building on human rights issues and sexual and gender-based violence.
- 2) Should have experience in working with vulnerable girls and women and have access to comprehensive SGBV services through provision of legal and psychosocial services.
- 3) Skills and experience in program implementation and management of SGBV, Human Rights and gender programs.
- 4) Should have excellent skills in project planning and management, community mobilization, facilitation of trainings, monitoring and evaluation and lobbying and advocacy.
- 5) Being a member of any Community Social Justice Center in Kenya is an added advantage.

## **Core Competencies**

- Ability to produce high quality outputs in a timely manner while understanding and anticipating the evolving client needs.
- Strong organizational skills.
- Skills in advocacy, gender integration and gender inclusion
- Ability to work independently, produce high quality outputs.

## **Application Procedure**

Suitably qualified applicants are encouraged to apply by sending their application letter indicating the total fees (in Kenya Shillings) for the assignment and a Curriculum vitae. The application should be addressed to the Executive Director, Katiba Institute, and sent to [careers@katibainstitute.org](mailto:careers@katibainstitute.org) by **9<sup>th</sup> February 2021**.

*Katiba Institute is an equal opportunity employer. Only shortlisted candidates will be contacted.*

*Katiba Institute does not solicit fees for any job advertisement.*