INTRODUCTION
CARE Australia is seeking a qualified consultant with technical skills in gender and resilience.

Time-frame: October 2015 – March 2016

Estimated time for the analysis: Approximately 80 working days (with travel anticipated in October/November 2015) and final report to be submitted by 30 January 2016.

1. Background and Rationale

1.1 CARE Australia

CARE is an international humanitarian aid organisation fighting global poverty, with a special focus on working with women and girls to bring lasting change to their communities. As a non-religious and non-political organisation, CARE works with communities to help overcome poverty by supporting development projects and providing emergency relief. We believe supporting women and girls is one of the most effective ways to create sustainable outcomes in poor communities.

CARE Australia is a member of the CARE International confederation. CARE’s commitment to gender equality is outlined in the CARE International Gender Policy http://gender.care2share.wikispaces.net/CARE+International+Gender+Policy and CARE Australia’s Gender and Diversity Strategy. Working on gender equality means that we ensure that both women and men are consulted and that their different needs are taken into consideration from the design throughout the implementation and evaluation of our work. Even though a critical aspect of promoting gender equality is the empowerment of women, working on gender equality doesn’t mean that we work exclusively with women, disregarding boys and men’s rights and needs. It means though that we work with women, girls, boys and men to free women’s potential to the benefit of society as a whole. The benefits of women’s empowerment are not limited to women. CARE’s Women’s Empowerment Framework – based around Agency, Structure and Relations – is used to inform long-term program design, and where possible, project design. CARE staff and partners are supported to conduct gender analysis and include gender in program, sectoral, organization and advocacy work through the Good Practices Framework available at http://pqdl.care.org/gendertoolkit/default.aspx (also includes a range of tools and resources for analysis).

CARE understands that resilience ‘refers to the capacity of an individual, household, population group or system to anticipate, absorb, and recover from hazards and/or effects of climate change and other shocks
and stresses without compromising (and potentially enhancing) long-term prospects. Resilience is not a fixed end state, but is a dynamic set of conditions and processes.\textsuperscript{1}

Some of the gender issues in the natural resources management sector that affects woman’s resilience capacity to cope with hazards are:

- Norms, attitudes, and institutions that limit women’s and men’s life options
- Women’s limited access to land and natural resources
- Low participation of women in governance or decision-making processes and in project activities
- Gender-role stereotyping and women’s multiple burdens and various forms of violence against women and girls
- Unequal access to resources and services to improve their productive and reproductive work

In a context of increased unpredictability from climate change, disasters and conflict, CARE strengthens poor people’s capacity to absorb and adapt to shocks, manage growing risks, address underlying causes of vulnerability and transform their lives in response to new hazards and opportunities. A focus on strengthening gender and resilience enables CARE to better integrate its humanitarian, disaster risk reduction, social protection, climate change adaptation, natural resource management and other development actions. When communities are resilient the chances of moving out of poverty in the face of worsening shocks and an uncertain future climate are greatly enhanced.\textsuperscript{2}

1.2 Gender and Resilience Research

The Gender and Resilience activity is funded under the Australian Government Humanitarian Partnership Agreement Disaster Risk Reduction project\textsuperscript{3} to assess how gender equality and women’s empowerment relate to vulnerability to climatic and non-climatic hazards, and how CARE’s development programming contributes to men and women’s ability to mitigate disaster risk and respond to hazards and the negative impact of climate change. The inequitable distribution of rights, resources and power – as well as repressive cultural rules and norms – constrains many people’s ability to adapt and respond to shocks, hazards and stresses. This is especially true for women and girls in high-risk communities. Gender,

\textsuperscript{1} Emergency Capacity Building Project, Toward Resilience Handbook.
\textsuperscript{3} The Humanitarian Partnership Agreement DRR/DRM Capacity Building program, which began in June 2011, is one of three mutually reinforcing pillars of the HPA mechanism, the others being rapid response to disasters and strategic dialogue between the Australian Government, ANGOs and other stakeholders on humanitarian issues, such as the crises in Syria and Ebola Outbreak in West Africa. $12m has been provided via annual grants to each of six agencies: CARE, World Vision, Caritas, Save the Children, Oxfam and Plan. CARE’s DRR project will enable three significant outcomes: i) Outcome 1.1: CARE Country offices and partners are supported to continuously improve the quality and effectiveness of programming specifically in regards to the impact on women and girls via research and learning, ii) Outcome 1.2: CARE Country Offices and partners are consistently considering DRR in WASH emergency responses, and iii) Outcome 2: CARE contributes to a culture of prevention in the Asia Pacific by mobilising available resources to protect and save lives, property and livelihoods and contribute to the sustainability of development. The DRR Innovation Programming fund enabled through this project will scale up piloted DRR activities in previous programming and leverage existing and upcoming projects to achieve more significant outcomes and increase beneficiary numbers.
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Therefore, is a critical factor in understanding and addressing vulnerability to hazards and the negative impacts of climate change.

At CARE, we view women’s empowerment through the lens of poor women’s struggles to achieve their full and equal human rights. In these struggles, women strive to balance practical, daily, individual achievements with strategic, collective, long-term work to challenge biased social rules and institutions. Therefore, CARE defines women’s empowerment as the sum total of changes needed for a woman to realize her full human rights – the interplay of changes in:

- **Agency**: her own aspirations and capabilities,
- **Structure**: the environment that surrounds and conditions her choices,
- **Relations**: the power relations through which she negotiates her path.

Women’s empowerment is a process of social change, and we only capture part of its richness when we assess the process of empowerment in terms of its outcomes. Furthermore, the nature of gender power relations, and the triggers for empowerment, differ from culture to culture and context to context.

The research will focus on CARE’s Humanitarian Partnership Agreement Disaster Risk Reduction Programming Grants implemented in the Asia Pacific region from 2011-2014 and four Australian-funded Community Based Adaptation projects in Vanuatu, PNG, Vietnam and Timor Leste due to be completed in 2015. The HPA DRR project aligns with the Australian Government development policy *Australian aid: promoting prosperity, reducing poverty, enhancing stability* namely by i) ‘Building resilience: humanitarian assistance, disaster risk reduction and social protection’ by promoting effective disaster risk reduction in our region and work with countries in the region to build resilience to climate-related shocks and manage the impact of climate change, and ii) contributing to ‘Gender equality and empowering women and girls’ by enhancing women’s voice in decision-making and economic empowerment.

### 1.3 DRR Innovation Grants

The second component of this ToR relates to existing DRR Innovation Grant funds. Currently, two HPA-funded projects are being implemented in Vanuatu and PNG that aim to mainstream DRR and resilience through existing community-based adaptation (CBA), climate change adaptation (CCA) and/or DRR programs being implemented by CARE. Technical support and visits are required for each of these projects to provide support to CARE Vanuatu and PNG in their implementation.

The purpose of the technical visits is to determine whether:

- the projects identify opportunities for integrating disaster risk reduction into development programming; or, they present an opportunity to scale-up and replicate successful DRR activities
- the projects consider climate, environmental and other risks to vulnerable groups and adopt approaches which harmonize vulnerability reduction; for example, do the projects demonstrate integration of climate change adaptation through use of climate information and projections, modified application of field tools and ensuring activities are climate resilient etc?
- the projects represent a DRR strategy that operates at multiple levels: community, district, provincial and national level; and
the projects include incorporation of gender as a cross-cutting issue, and commit to protecting the rights of the most vulnerable particularly people with disabilities. Learning will be applied to integrate DRR and resilience into existing development programming in PNG and Vanuatu.

2. Purpose/objectives and scope

CARE Australia and CARE Australia Country Offices have identified the value of research on the impact of HPA DRR projects and Australian-funded CBA programming in terms of gender-sensitive programming, where possible contributing to gender equality, women’s empowerment, women’s resilience and developing practical guidance opportunities and tools as a result of this significant programming investment. Communication of the research outcomes to peer agencies in Australia and DFAT technical staff will allow CARE Australia to contribute to debate on these issues and position CARE as a leading agency on the integration of gender in resilience programming.

The gender and resilience research and subsequent analysis aims to identify, understand, and describe gender differences and the relevance of gender roles and power dynamics in the context of disaster risk reduction (DRR), disaster risk management (DRM) and climate resilience development.

Key learning objectives of the gender and resilience research include:

1. What have we learnt about the process of assessing and responding to the vulnerability and capacity of women in the communities where we work?
   - Are both, woman and men seen as stakeholders, partners or agents of change?
   - What are the contextual constraints and opportunities for women’s and girl’s, men’s and boy’s participation in disaster risk reduction and community based adaptation? For instance, are there some stereotypes that would hinder, influence men’s or women’s participation in DRR?
   - What tools does CARE use to analyse these issues and how useful are they?
   - What are the critical gender issues for resilience programming to consider?
2. To what extent can disaster risk reduction and CBA programming promote and enhance more gender-equitable social relations (considering the multiple social dimensions at play) or become more gender transformative?

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4 Utilizing the rich programming experience from AUD$7.3 million Australian CBA programming in TL, Vietnam, Vanuatu and PNG and HPA DRR Programming Funds in FY12, 13, 14 and 15.

5 Addressing gender inequalities and empowering women and girls is a key element of CARE’s work on building resilience in vulnerable communities. Empowering women, and engaging men in a process whereby women and men work together as equally recognised decision-makers and change agents – from the household to the global level – is a crucial pathway toward social justice and increased resilience. Gender dimensions of hazard vulnerability need to be better understood from early analysis and planning stages. CARE has developed and piloted resources, such as the DRR and Gender Checklist and gender-sensitive Climate Vulnerability and Capacity Analysis (GCVCA) guide, to provide an approach which is focused on understanding how social dynamics, in particular those around gender, influence and distribute vulnerability to climate change and natural disasters in a community, or among a population. This helps ensure community-based activities will not only reach the appropriate groups but will also lead to fair, inclusive and affirmative actions and decisions for those groups who are most vulnerable to climate change impacts and natural disasters. Women will have increased capacity to engage in sustainable income-generating activities and increased understanding of how to protect household and community assets, particularly livelihood assets, from both large scale and recurring, localised disasters.
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- Does CARE’s approach enable effective and equitable participation of women at each stage (analysis through to monitoring and evaluation)?
- Have CARE’s activities had an impact of contributing to women’s equality, empowerment and resilience (with reference to the Women’s Empowerment Framework)?
- What tools and training materials were used to promote women’s equality, empowerment and resilience, and to what extent were these useful?

3. How can we support CARE’s development programming to include a reduction in women’s and girl’s hazard/climate vulnerability and increased resilience to shocks, hazards and stresses, particularly within CARE’s commitment to a long-term Program Approach? What resources are available to support CARE’s projects, and how useful are they? What additional guidance and tools are required to support quality programming? How can CARE support government partners to scale up successful approaches?

Key learning objectives of the Innovation Grant technical visits to PNG include:
- To identify opportunities for integrating disaster risk reduction into existing development programming, and/or to scale-up and replicate successful DRR activities in country;
- To identify whether the projects consider climate, environmental and other risks to vulnerable groups and adopt approaches which harmonize vulnerability reduction;
- To identify whether the projects demonstrate integration of climate change adaptation and their activities are climate resilient;
- To identify whether the DRR activities operate at multiple levels and link with community, district, provincial and national governments at those levels; and
- Through the scope of the work, to provide DRR capacity building to national staff where appropriate/time allowing.

3. Methodology

Desk review of materials and resources including but not limited to: Vanuatu’s Women’s Empowerment Program review (ANCP-funded FY14); ANCP Thematic Review on Gender and Women’s Empowerment in Vanuatu, Timor and Vanuatu gender and power analysis; Vanuatu and Vietnam Gender Action Plans; PNG gender capacity building training schedule and associated materials; Vanuatu gender workshop report and Vanuatu Oxfam-led Consortium tool review; HPA DRR and CBA reporting, case studies and mid-term review reports; outputs from CBA Learning Agendas; CBA mid-term and end-line evaluations (as available).

The CI Gender Policy and CARE 2020 Vision are explicit in their focus on gender equality for both humanitarian and development programming. Gender equality requires transformative change - that is approaches or activities that promote equal social norms and structures as well as support equitable relationships between women and men. CARE does gender transformative work through two key approaches: women’s empowerment and men’s engagement. Only a good gender analysis will identify the best mix of approaches. Based on global evidence and our learning, working on gender equality means that we work with women, girls, boys and men to free women’s potential to the benefit of society as a whole. See CARE’s Women’s Empowerment Framework, available at: http://pqdl.care.org/sii/Pages/Women%27s%20Empowerment%20SII%20Framework.aspx
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Field research to collect additional qualitative and quantitative material as identified by gap analysis of end-line evaluations of CBA projects and desk-research, and as required to produce identified tools and resources.

Meetings with key staff in the head office and field offices in appropriate locations regarding existing programming. Subsequent to field visits, head office meetings with management regarding work-planning recommendations, with particular emphasis on learning and impact documentation.

All consultancies carried out for CARE Australia must:

- Promote opportunities for stakeholders, especially poor women and men with whom CARE works, to present their perceptions and opinions;
- Be undertaken using a gender analysis framework and reflect and report upon differences in how women and men experience or are affected by the issue being explored/intervention being evaluated;
- Disaggregate all data by sex, age and disability;
- Be carried out by gender-balanced research teams (except where the consultant is working independently).

3.1 Ethical considerations

Consultants must adhere to the following values:

- **Inclusion:** The selection of research participants should be inclusive of marginalised groups and be mindful of barriers such as gender, age and disability. Consultants should also be aware of the different ways in which children and women express themselves.
- **Informed consent:** The purposes and processes of the research must be fully explained to participants in a way that they can understand. Participants must be informed of their right to refuse or to withdraw from the research at any time. Verbal or written consent should be obtained without coercion.
- **Risks:** The risks of involving children and women in the research must be considered. Information that may place participants at risk should be withheld and necessary measures to protect vulnerable people from placing themselves at risk should be taken.
- **Confidentiality:** Conditional confidentiality should be offered to all participants. Throughout the research data should be kept secure. As a general rule, data should be de-identified and reported information should not be attributable to specific respondents.

4. Roles and responsibilities

External consultants engaged by CARE will maintain the highest possible professional, ethical and personal standards. In particular, they will ensure the honesty and integrity of the research, and respect the security and dignity of the stakeholders with whom they interact.
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The consultant will work closely with CARE Australia Advisors in the Quality and Impact Unit and Program Officers in the Country Programs Unit, in addition to key staff in CARE Australia Country and Project Offices.

Field visits will be agreed with Country Directors of the CARE Australia Country Offices and the Program Managers of CARE International in PNG. For the duration of the in-country field work, it is proposed that the consultant will be supported by local staff for data collection where needed. Local staff will assist with: providing local context; data collection; translation; connection with local level organizations as needed and any specific delegated tasks. If not accompanied by a CARE Australia Project Manager, the consultant will be responsible for managing local staff input to the field research, including a one day training in any specific tools to be used for the analysis.

The consultant will report to Adam Poulter, Manager of CARE Australia’s Humanitarian and Emergency Response Unit, but work closely with the Quality and Impact Manager as well.

5. Deliverables

Key deliverables include the following:

- **Research Plan** including methodology, gaps in available M&E, key research questions, in-country research plans, and proposed timeframe (field trips negotiated with CARE Country Offices).
- **Gender and Resilience Learning Paper** on gender and DRR & CBA in practice – this output is intended for publication and external circulation. Key research questions this may cover are suggested below. These would be reviewed during the research planning phase and confirmed with the consultant prior to inception of the main research phase:
  - To what extent have women and girls, men and boys been involved in community-based planning processes?
  - How has CARE promoted the meaningful participation of women, girls and other marginalized groups in community-based planning and project activities?
  - Have both women’s and men’s priorities been incorporated in community based plans?
  - Description of the impact of the DRR and CBA activities for women and girls in terms of agency, structure and relations. What, if any, unintended results have occurred from CARE’s programming?
  - What makes women/girls in the project communities less resilient than men/boys in relation to external (natural) hazards?
  - Have we considered if activities proposed in community-based plans will increase women’s workload or increase women’s vulnerabilities, both in the short term such as implementing community plans and long term such as increasing reliance on natural resources (land and water)?
  - How are we supporting and encouraging women’s leadership in implementing project activities and community-based plans?
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- What specific strategies will support and encourage men and boys to support greater gender equality? (for example, has there been a shift in reproductive responsibilities (e.g., child care, water/fuel collection and cooking) or are women supported to actively participate in household and community decision-making?
- How has the project supported gender transformative change (i.e. to shift the balance of power in gender relations so it is more equally shared)?

This document will be no longer than 10 pages (in a format compatible with CARE systems and style guidelines). The consultant will be responsible for producing a first draft. Support from CARE Communications staff will be sought to ensure the final product is presented to CARE Australia’s standards for publication, and suitable as an external audience (donor and Australian public).

- **Case studies** and **Human Impact Stories** reflecting good practice – at least four examples of each. Support from CARE Communications staff will be sought for this activity.
- **Resources and tools** produced to support Country Offices and partners implement gender sensitive DRR and CBA programming
- **Advocacy messages** with evidence-base from CARE’s Australian funded programming to support CARE’s value-add on gender in learning and advocacy platforms with INGO peers (opportunities include key international Climate Change and Disaster Risk Reduction agreements and fora such as the Hyogo Framework for Action II, Sustainable Development Goals, UN Conference of Parties on Climate Change etc)
- **Trip reports** from each of the technical support visits. Reports to include the acknowledgement of good practices already in place and recommendations on opportunities to mainstream risk reduction, climate change and resilience in existing CARE development programming
- **Final Research Report**
- **Presentation** (in person if possible) of research findings and distribution of Gender and Resilience Learning Paper at external learning event/conference/launch to contribute to learning and advocacy. Opportunities to share the results of this research may also be identified with HPA NGO partners.

The final research report should include (but is not limited to) the following:

- Executive Summary
- Research Methodology
- Data disaggregated by sex, age and disability; and
- Recommendations on how to target future project activities to maximise gender equity and women’s empowerment.

It should be no longer than 15 pages in total length with an executive summary of not more than 3 pages (in a format compatible with CARE systems and style guidelines). Any detailed information should be annexed.
6. Time Frame

Indicative timeframes for completion of key milestones (exact number of days per task to be determined in partnership with the successful consultant):

<table>
<thead>
<tr>
<th>Phase I (Desk-based Research)</th>
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<tbody>
<tr>
<td>Tuesday 18 August</td>
<td>Consultancy Advertised</td>
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<tr>
<td>Tuesday 1 September</td>
<td>Expressions of Interest to be submitted</td>
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<tr>
<td>Tuesday 15 September</td>
<td>Notification of the successful consultant</td>
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<tr>
<td>October 2015</td>
<td>Desk-based review of key project materials and CARE tools and resources</td>
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<tr>
<td></td>
<td>Development of research methodology and in-country research plan</td>
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<td></td>
<td>Visa approval processes commenced as required (PNG, other tbc)</td>
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<tr>
<td></td>
<td>Identify, in consultation with Country Offices and CARE Australia, tools and resources required to support the quality implementation of gender sensitive and gender-transformative DRR and CBA programming</td>
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<th>Phase II (Field-based Research)</th>
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<tr>
<td>October 2015 with Country Office –tbc</td>
<td>In-country fieldwork PNG</td>
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<tr>
<td>November 2015 with Country Office tbc</td>
<td>Engagement with Vanuatu to support practical implementation of existing recommendations from reviews</td>
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<tr>
<td></td>
<td>In-country fieldwork, other if required (tbc)</td>
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<td></td>
<td>Total field work approx. 34 days</td>
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<tr>
<td>December January 2015</td>
<td>Submission of draft Gender and Resilience Learning Paper</td>
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<td>Submission of draft Case Studies and Human Impact Stories</td>
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<th>Phase III (Communication and Learning)</th>
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<tr>
<td>By 28 February 2016</td>
<td>Submission of draft Tools/Resources</td>
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<td>Submission of draft Advocacy Messages</td>
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<td>Submission of draft trip report</td>
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<td></td>
<td>Submission of draft Final Report, including presentation to key CARE staff</td>
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<td></td>
<td>Discussion of CARE feedback with key CARE staff and submission of revised Final Report with Annexes and draft presentation for external audience</td>
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## Terms of Reference

**Gender and Resilience Consultant**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity Description</th>
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<tr>
<td>1 March 2016</td>
<td>CARE to print and publish online the materials appropriate for external audiences (Gender and Resilience Learning Paper, Case Studies/Human Impact Stories, Advocacy Messages if appropriate)</td>
</tr>
<tr>
<td>March 2016</td>
<td>Presentation of research findings and distribution of Gender and Resilience Learning Paper at external learning event/conference/launch, such as ACFID Conference, Canberra (March 2015, date tbc)</td>
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7. Qualifications and experience

The consultant will be expected to have the following skills and experience:

- A master degree or equivalent in international development, applied anthropology, social science, climate change, disaster risk reduction or related field.
- Strong technical and analytical skills in gender, resilience, research and analysis including strong skills in quantitative and qualitative research methods;
- Strong expertise in gender and community-based resilience projects/programs;
- Proven experience in writing high quality reports including evaluation, reviews or research reports for publication;
- High quality communication skills, including the ability to speak and write clearly and effectively; listen to others; and facilitate and encourage participation from others, including in cross-cultural contexts;
- Strong management skills, including the ability to manage time; set and adjust priorities; foresee risks and allow for contingencies;
- Demonstrated knowledge and experience of working in developing countries;
- Fluency in English; and
- Previous experience in Asia Pacific region is desirable.

8. How to Apply

Expressions of Interest should include:

1. A maximum 3 page statement of capability introducing the researcher/organisation and how the skills and competencies described above are met, using concrete examples
2. Current CV of the consultant
3. One example of a previous evaluation / research article / analysis conducted by the consultant
4. A budget covering major costs for the research proposed. It is preferred to pay an agreed price for the totality of the work. The total budget for all consultant fees should not exceed AUD 42,000, inclusive of per diem for field trips and all relevant insurance. Reasonable costs for international travel, visa costs, in-country travel, accommodation and, if applicable, costs of Australian-based meetings and conferences, will be covered directly by CARE. A full quotation should include all of the following:
   - Total cost for the scope of work to be undertaken and expected number of days;
   - Specific point of departure/return to take up the consultancy; and
   - Confirmation of availability to complete the research between October 2015 - March 2016
Shortlisted consultants will be contacted and asked to produce a maximum 4-page outline of the proposed research process including proposed methodology for addressing the research objectives and questions outlined in the terms of reference.

Interested candidates should submit their applications to Adam Poulter, Humanitarian and Emergency Response Unit Manager, adam.poulter@care.org.au by 5pm AEST, Tuesday 1 September 2015. Please note that only the shortlisted candidates will be contacted.

9. Further Information

Please contact Andrew Rowell, Quality and Impact Manager, CARE Australia
tel: +61 (02) 6279 0245  email: andrew.rowell@care.org.au

CARE is an equal opportunity employer. Women are strongly encouraged to apply for this position.

CARE Australia is committed to protecting the rights of children in all areas we work. Applicants are advised that CARE Australia reserves the right to conduct police checks and other screening procedures to ensure a child-safe environment.