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Position: RE Consultant – Gender Based Violence (GBV) – Odisha - UNFPA

Employing Agency (Employer): Inductus Limited

Duration of the contract: Till 31-Dec-2025 from the date of joining

No. of Vacancy: 1 (ONE)

Duty Station: Bhubaneswar, Odisha

Reporting Line: Technical Supervision: Women and Child Development Department, Govt of Odisha

Last Date for Application: 14th March 2025 (Mid Night)

CONTENT OF TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT

1. Organisation Background

UNFPA is the lead UN agency for delivering a world where every pregnancy is wanted, every childbirth is safe and every young person's potential is fulfilled. UNFPA's strategic plan focuses on three transformative results: to end preventable maternal deaths; end unmet need for family planning; and end gender-based violence and harmful practices.

Harmful practices such as domestic violence, gender biased sex selection and such others are part of a continuum of violence against women and girls that they face during their lifespan and remains widespread. Several initiatives have been taken in the state of Odisha to address the above issues. However, there is need for continuous engagement with various stakeholders to end this discrimination and violence. The Department of Women and Child Development (DWCD), Government of Odisha is undertaking several initiatives to address vulnerabilities of girls, ensure equity and works towards empowerment of girls and women in the state.

UNFPA in the state of Odisha has supported the government in developing several policies and programmes such as the "Odisha State Policy for Girls and Women", "Biju Kanya Ratna", "State Strategic Action Plan to End Child Marriage" and "Advika – Programme for empowerment of adolescent girls through life skills education". UNFPA is working closely with the department on several fronts and seeks to place a consultant with the department of Women and Child Development.

Job Description / Responsibilities

Under the overall guidance of the Secretary, Department of Women and Child Development (and/or designated authority) and Head of Office of UNFPA, the Consultant shall provide high quality technical support at policy and program level to implement initiatives to strengthen mechanisms to address gender-based violence and harmful practices with specific focus on strengthening multi-platform initiatives (Shelter Homes for Survivors of GBV, One Stop Centres, Mahila Desk etc). The consultant will have to work in close collaboration with the DWCD and UNFPA team to strengthen shelter homes, one stop centres, implementation of Protection of Women from Domestic Violence Act 2005 (PWDVA), Sexual Harassment at workplace etc. The position will encompass technical assistance for planning programming, coordination and liasoning with key stakeholders.

Technical Support

- Work closely with relevant programme staff at the State level to support the initiatives of the Department on Violence against Women, including acting as a first point of contact for all technical assistance, capacity building and knowledge management
- Support the Department in strengthening shelter homes, One stop centres, women helpline
- Support Department for implementation of PWDV Act, Sexual Harassment at workplace, witch- hunting, Prohibition of Dowry Act, State Strategic Action Plan for Ending Child Marriage, etc and ensure statutory bodies and implementing authorities under these Acts are designated.
- Providing administrative support to the district officials for any related intervention.
- Collaborate with related departments like health, home, Law and Judiciary for coordinated response to survivors of violence.

Training & Capacity Building

- Act as a trainer for various training and capacity building programmes undertaken by the Department on VAW
- Provide necessary technical inputs in preparation of training and capacity building modules on VAW
- Provide necessary support to all capacity development activities at the district level.
- Undertake capacity building of implementing authorities and other members of statutory bodies constituted under the different gender related laws
- Provide technical advice and support to relevant project staff of the Department and identify priority capacity development needs to enhance the skills required for implementing partners for monitoring and coordinating work plans.

Documentation, Monitoring and Evaluation

- Closely monitor pilot intervention with selected shelter homes to identify and document best practices as well as constraints, share them with the DWCD and UNFPA

- Identify gaps and recommend solutions to overcome the issues at the district level/State level.
- Undertake regular field visits to monitor the quality and timely implementation of project activities and provide support to all Implementing Partners in the delivery of objective.
- Conduct weekly/ monthly/quarterly meetings with district officials and implementing partner to ensure the proper implementation of action plan
- Preparation of quarterly M&E reports, case studies and such other documents as and when required by the DWCD/ UNFPA.
- Support and contribute towards development of framework, guidance notes and resources and communication materials as and when required.

Support to pilot intervention and Plan of action for shelter homes in coordination with UNFPA and DWCD:

- Identify and finalize the selected shelter homes that can be taken up for pilot intervention with the support of DWCD and UNFPA.
- Develop concise roadmap and prepare plan of action for strengthening Shelter homes.
- Support in roll out of the action plan for strengthening shelter homes in the identified district/s
- Develop basic profile and maintain baseline information of the district/s
- Coordinate and build relationships with key stakeholders, district level relevant government agencies, youth organizations, community initiative groups, NGOs and private sector organizations to ensure the effective implementation of the action plan.
- Work closely with State and district administration to achieve the objectives of strengthening the shelter homes
- Undertake documentation of processes involved in strengthening shelter homes and compilation of case studies where women have been enabled to restart life with dignity, outside of the shelter home

Other activities:

- Carry out any other related activities as and when required and as advised by UNFPA/DWCD.

Deliverables

- Analysis of the progress of the monthly utilization of the related schemes Gender programmes
- Develop monthly and annual work plans for undertaking the roles and responsibilities as a State Consultant in discussion with UNFPA and Dept of PH&FW
- Develop quarterly report and monthly brief of the activities undertaken by the State Consultant

- Details of any materials/ guidelines developed.

Qualifications and Experience

- Essential: Master's in any of the mentioned disciplines in social science/ Social Work/ Gender Studies / Sociology from a reputed institute.

Experience:

- 2-3 years of experience in gender related work specifically addressing gender-based violence and related work preferably at state level
- Previous experience of acting as a trainer on VAW and on laws and legislations
- Previous experience of working/coordinating with Government Department at State level
- Sound knowledge of development challenges and solutions with specific focus on addressing gender-based violence will be preferred
- Good understanding of government schemes/ programmes, especially related to addressing gender-based violence
- Knowledge on the thematic area of gender equity and equality, sex selection
- Relevant experience in documentation and preparation of reports on issues related to gender- based violence
- Working experience & familiarity with UN Agency and government system is desirable.

Skills & Competencies

- Ability to communicate (read, speak, and write) in English and Hindi (Knowledge of Odia will be an added advantage).
- Effective interpersonal skills and ability to work in diverse teams.
- Ability to develop analytical reports and documentation skills.
- Good skills in operating computers and MS Office package
- Willingness and ability to travel extensively.

Nature of Engagement:

- The consultant-GBV shall be hired on a consultancy contract through Inductus Limited, a reputed advisory and consultancy firm.
- **Remuneration:** The honorarium offered to consultant is 70,000 per month. In addition, laptop and communication allowances will also be provided to selected candidates
- **Duration:** The selected candidate shall be issued an initial consultancy contract till December 31, 2025, extendable subject to satisfactory performance.

For any query reach out to (not for CV submission)

Inductus Limited

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