



## **Fairtrade- NAPP: Network of Asia Pacific Producers Rooster for Consultants**

**Terms of Reference** | Consultant for NAPP- Gender Leadership school in South East Asia (Indonesia)

**BACKGROUND/DESCRIPTION:** Fairtrade is an alternative approach to conventional trade and is based on a partnership between producers and consumers. Fairtrade aims to support small-scale producers and workers who are marginalized for the benefits of trade. Fairtrade's vision is a world in which all small producers and workers can enjoy secure and sustainable livelihoods, fulfil their potential and decide on their future.

Fairtrade Network of Asia and Pacific Producers (NAPP) Hong Kong, is a mission based social enterprise, which facilitates Fairtrade producers in Asia and Pacific region to be effective and sustainable.

**To fulfil this vision, Fairtrade has identified 3 long-term goals:** Make trade fair, Empower small producers and workers and Foster sustainable livelihoods.

### **Gender in Fairtrade:**

NAPP, South East Asia are of Small Producers Organizations (SPOs) in which females work in various positions and they are in a very small leadership role. There are very few women representations in the Fairtrade Premium committees in Pakistan and take up leadership role and be independent. Thus to address these and other issues, Fairtrade NAPP in Asia Pacific is launching NAPP - Gender Leadership School in Indonesia so that women across three countries benefit out of this school. This school will target women, youth and some men to participate from the Producer Organisations that are Fairtrade Certified to enhance their participation in the leadership and management of their communities, organisations and households.

To address these and other issues, Fairtrade NAPP in South East Asia is working on launching Gender Leadership School in Indonesia with 2 other countries (10 participants from Philippines and Vietnam) will be joining the school. The school will target women, youth and some men to participate from the Producer Organisations that are Fairtrade Certified to enhance their participation in the leadership and management of their communities, organisations and households.

Fairtrade is currently seeking Gender Individual expert to support us carry out this initiative in the context of location – Indonesia, Philippines and Vietnam

The Gender school will be itinerant and will not be a brick and mortar structure. This school is to be run for a period of 1 year.



## **RESPONSIBILITIES**

The individual consultant will work within the regional context and capacity. The position is envisioned to start by April 2019. The responsibilities of the consultant will include, but is not limited to:

- Attending the Master Training in India
- Baseline, mid line and end line survey of the women participating producers.
- Aiding in Planning, Implementing and Monitoring –to the producers
- Conducting training program as per Fairtrade NAPP requirements
- Compilation, analysis and interpretation of gender issues at Producer level and gather statistical data, through research and preparation of good quality analysis and reports.
- Facilitate knowledge building and mainstreaming of gender in Small Producer Organizations (SPO) related perspective.
- Follow up including impact assessment
- Monitoring of next level training
- Detail documentation of the process and learnings.
- Quarterly reports on activities, outputs and outcomes.
- Compilation of women’s best practices
- Content for NAPP publication on Gender School in English.

**Note:** The Module will be prescribed by NAPP.

## **REQUIRED SKILLS AND EXPERIENCES:**

### **Education:**

- Higher education Bachelor or Master’s Degree in Social Science, Psychology, Public Affairs and Administration, Public Relation, Journalism and especially Gender Studies, or relevant discipline
- Successful completion of courses on Gender Awareness and mainstreaming will be considered as an added advantage.

### **Work Experience**

- Knowledge of gender equality and women empowerment and training skills
- Knowledge of general development issues in conflict and post-conflict settings
- Knowledge of multi-stakeholder programme development processes including coordination and learning
- Knowledge of conflict analysis and peace-building programme development



- Minimum 2 years of relevant international working experience in Gender Development and minimum of 3 years of relevant international working experience in research
- Proven reporting experience
- Fluency in Bahasa, and any one language mentioned above both written and oral (advanced Level)
- Fluency in English is a mandatory
- Excellent drafting and presentation skills.
- Capacity to quickly grasp issues and concepts and articulate ideas in a synthetic and concise manner
- Ability to lead in a productive manner a large group of participants from productive farming
- Team spirit and excellent interpersonal skills

#### **Commercials:**

As this is a 100 days project, the breakup of your fee structure could be 10 days of training and 75 days of monitoring and 15 days of reporting. Kindly submit it Euros.

All travel and incidental expenditure will be reimbursed at actuals on submission of bills.

All photocopy, stationery, printing charges will be reimbursed at actuals on submission of bills.

#### **Applications:**

1. 3-page proposal
2. Witness to credentials
3. One copy of earlier work on gender
4. Budget (expected payment for annual consultancy with breakups)

**Deadline:** The last day for submitting the proposal will be 31<sup>st</sup> March 2019 and send you proposals to Mr. Erwin Novianto [erwin.novianto@fairtradenapp.org](mailto:erwin.novianto@fairtradenapp.org) , Ms. Sarah Anum [sarah.anum@fairtradenapp.org](mailto:sarah.anum@fairtradenapp.org) and Ms. Sonia Dominica [sonia.dominica@fairtradenapp.org](mailto:sonia.dominica@fairtradenapp.org) .

To know more about the organization: log on to [www.fairtrade.net](http://www.fairtrade.net) and [www.fairtradenapp.org](http://www.fairtradenapp.org)