

Gender & EITI Pilot Project

Terms of reference

Gender Workshop series Consultant,

- **Timeframe:** June to September 2019 (The workshop series are expected to be concluded by September 2019, including delivery of a final activity report)
- **Estimated number of days:** 25 Days
- **Reports to:** PWYP Francophone West Africa Regional Coordinator (project manager)
- **Manages:** Workshop facilitators (as required)
- **Location:** Flexible (must have reliable internet and phone connection)
- **Travel:** Consultant will be travelling to Burkina Faso, Guinea and Senegal to deliver workshops

Background

Publish What You Pay (PWYP) is the leading global network of grassroots civil society organisations working for transparency and accountability in the oil, gas and mining industries. Since PWYP was established in 2002, the global network has grown to over 700 member organisations all over the world, including human rights, development, environmental and faith-based groups. The global network is coordinated by a small, decentralised Secretariat, which is a registered charity in England and Wales.

The Extractive Industries Transparency Initiative (EITI) emerged in 2003 as a natural resource governance standard, in part as a response to the call of PWYP members for increased transparency and accountability in the sector. At the heart of the initiative was a focus on revenue transparency, with disclosures overseen by a multi-stakeholder group (MSG) comprised of representatives from civil society, industry and government. Fifteen years later the standard now encompasses and/or encourages disclosure of a much broader range of issues, including beneficial ownership data; contract information; and environmental and social impact assessments.

One issue that has been overlooked by the EITI is gender. At the institutional level, research by [MSI Integrity](#) of the multi stakeholder groups (MSGs) in 23 EITI implementing countries found that the majority of these boards comprise fewer than 25 percent women. On the EITI International Board, women represent approximately one third of board members. In addition to, and possibly as a result of, this failure of EITI to mainstream gender at the institutional level, the EITI has not adequately addressed the gendered impact of extractive industry projects, for which there is plenty of empirical evidence to show that men and women are affected differently. Furthermore, there is a clear gap in understanding the potential and actual impact of EITI processes themselves, and those of the wider extractives transparency movement, including the Publish What You Pay network, on gender equality.

The PWYP Secretariat has recently secured funding from the Hewlett Foundation to implement a two-year pilot project to promote a gender-responsive Extractive Industries Transparency Initiative (EITI). The project will focus on three EITI implementing countries where there are also national PWYP coalitions in Francophone West Africa (Burkina Faso, Senegal and Guinea) and will be implemented from January 2018 to December 2019.

As part of the project, PWYP has undertaken a research study to better understand and apply a gender perspective to its work and its interactions with the multi-stakeholder groups (MSGs) in EITI implementing countries in West Africa. The research component included gender audits/scans of PWYP coalitions and national EITI MSGs in six countries (Burkina Faso, Guinea, Senegal, Togo, Ghana and Nigeria); a gender review of relevant EITI work plans and reports in the three primary countries; and semi-structured interviews with relevant stakeholders.

Based on the findings of this research, the national coalitions will conduct further gender analysis and action planning in the course of the pilot project implementation and beyond. This includes workshop series to build capacities for PWYP members and MSG members in the three countries. The workshops include also developing and implementing an advocacy and influencing strategy for each of the three target PWYP coalitions.

PWYP is seeking a Consultant to support the implementation of these workshop series, and support the development and implementation of the national influencing strategies, in Burkina Faso, Guinea and Senegal.

The consultant will be managed by PWYP's Francophone West Africa Regional Coordinator (FWA RC) who is based in Dakar, Senegal.

Objectives

The project aims to increase understanding of target stakeholders (*MSGs, national EITI secretariats, PWYP members*) in Senegal, Burkina Faso and Guinea of how women and men are impacted by, and able to participate differently in, extractive (governance) activities and of what type of data could inform mitigation of those impacts.

Activities

The Consultant is expected to conduct the following activities:

- **Activity 1: Baseline surveys in Guinea, Senegal and Burkina Faso**

The baseline survey aims to assess how target stakeholders (MSG members) and PWYP members demonstrate understanding of gendered impacts of extractives and types/sources of relevant data disclosure for women at end of project. The survey is run before starting the workshop series. Its outcomes will inform the agenda of the workshop series.

- **Activity 2: PWYP capacity building workshops - Guinea, Senegal, Burkina Faso**

The focus of the capacity building workshops will be on experience sharing between PWYP members of their challenges and successes in integrating a gender-lens in their EITI work (in particular their engagement with women in communities to feed into EITI reports and recommendations; and how they reach out to women to enable them to access the reports once published). The workshop will also be an opportunity to expose PWYP members to tools and methodologies for understanding the gendered impact both of extractive activity and also of the wider transparency and accountability agenda. The workshop participants will include women's rights groups from both within and outside of the PWYP membership.

The outputs and discussions from this workshop will inform the advocacy and influencing strategy workshop.

- **Activity 3: Capacity building workshop with MSGs and national secretariats - Guinea, Senegal, Burkina**

The second workshop series will target MSG members and key national secretariat personnel, in addition to PWYP members, with a focus on sharing the research findings; raising awareness of the implications for women of current EITI implementation processes, including the gender/power dynamic; and building capacity of the target audience to understand how EITI can be implemented at the national level with a gender lens.

- **Activity 4: Regional workshop with PWYP coalition members - Guinea, Senegal, Burkina Faso: Advocacy & influencing strategy development**

The research findings and the outcomes of the workshop series (including any commitments, opportunities or challenges identified) will inform the advocacy & influencing workshop series to design an influencing strategy. The target audience will be PWYP members and the objective of the workshops will be to design an influencing strategy to push for inclusion of more relevant types and formats of data via the MSG and national EITI Secretariats; and to explore strategies for influencing global stakeholders such as the International EITI board members. This includes potentially identifying gender champions at both national and international levels.

NOTE: This regional workshop is organised separately from the capacity building workshops. This involves all the three coalition members together.

- **Activity 5: Writing a short blog**

The Consultant is expected to write a short blog for the PWYP website to capture the key discussion points during the workshops.

Consultancy Process

- **Travels**

The Consultant is expected to travel to Burkina Faso, Guinea and Senegal to carry out the workshop series.

- **Participants**

For each workshop, a group of 25 to 30 are expected. The regional meeting will gather together two or three members from each of the three coalitions.

- **External expertise support**

PWYP has established a gender advisory group which is providing expert guidance and feedback throughout the project's lifespan, and the consultant will be expected to work with this group to develop the content and methodology of the workshop series in line with the project objectives.

National experts in the target countries within or/and outside of PWYP could be identified to support the facilitation of the workshops.

However, the Consultant is responsible for managing and the quality of the workshop series.

- **Background documents to inform the workshops agenda**

The consultant will be provided with the project documents including the complete project proposal, the research summary report, the country reports, the EITI gender equality brief, Civil Society gender issue paper, and new EITI requirements relating to gender, the survey results.

It is important to ensure that the essential data (the research findings and recommendations) from the listed documents inform the agenda and the discussions during the workshops.

- **Workshop Support Team**

The Consultant will be supported by the Regional Coordinator and National Coordinators to conduct the workshop series. The support includes logistics aspects, liaising with national coalitions, identifying local gender experts/facilitators, etc.

National coalitions in target countries will be responsible for local logistics needs including meeting room, selecting meeting participants, etc.

Deliverables

1. Undertake a baseline survey in the three target countries (Burkina Faso, Guinea and Senegal)
2. Draft TORs and agenda for the three workshops
3. Develop a comprehensive and effective workshop facilitation methodology to increase understanding of target participants
4. Consult on the methodology with relevant stakeholders (project advisory group, national experts) and integrate feedback into final methodology
5. Deliver workshop series in the three target countries (Burkina Faso, Guinea and Senegal).
6. Deliver regional advocacy and strategy workshop
7. Collate drafts advocacy & influencing strategy from coalitions
8. Draft activity report (Document activities with brief videos and photos during workshops for potential documentary)
9. Hold feedback meeting with PWYP Secretariat
10. Write a short blog for the PWYP website to capture the key discussion points during the workshops

Experience and skills required

- Demonstrable understanding and experience of working on gender impacts in the transparency and accountability field
- Demonstrable experience of facilitating workshops
- Experience of working with civil society activists and experts;
- Experience and understanding of the extractives transparency movement
- Demonstrable experience of working with multi-stakeholder initiatives (MSIs); understanding and/or experience of the EITI is an added advantage
- Experience of working in West Africa, (particularly Burkina Faso, Guinea and Senegal)
- Excellent time management skills
- Excellent writing and communication skills
- Fluency in French (written and spoken) is essential. Fluency in English is desired.

Activities, Outputs and Timeline

The Consultant will be responsible for carrying out the activities, and delivering the outputs, according to the table below.

Activity	Output	Deadline
Collect project documents	List of collated documents	3 May
Draft baseline survey questions	Written questionnaire	31 May
Undertake a baseline survey in the three target countries (Burkina Faso, Guinea and Senegal)	List of targeted interviewees	17 June
Synthesize findings from the baseline survey into a brief report	Written summary of the key findings	28 June
Prepare TORs, agenda and methodology for the three workshops	Written draft agenda for each workshop	12 July
Consult on the methodology with stakeholders	Final draft methodology with inputs from stakeholders	19 July
Deliver training workshop series	Documented activity (with minutes and videos & photos)	2 – 14 September
Hold feedback meeting with PWYP Secretariat	Lessons learnt from the workshops shared	20 September
Strategy regional workshop: Develop agenda and methodology for the advocacy & influencing strategy	Written draft agenda and methodology	30 September
Deliver regional advocacy & influencing strategy workshop		24 & 25 October
Collect advocacy & influencing strategy drafts from national coalitions and support on the implementation	Collated national advocacy strategies	25 October
Draft activities report	Written summary report with key discussions and recommendations	10 November
Hold feedback meeting with PWYP Secretariat	Lessons learnt from the workshops shared	10 November
Write a short blog for the PWYP website to capture the key discussion points during the workshops	Written blog	20 November



How to apply

Please send a technical and financial proposals (including CV and a cover letter) to the email: dseydi@publishwhatyoupay.org with email subject: **PWYP GENDER WORKSHOP SERIES**, no later than midnight (GMT) on **Friday, 03 May 2019**. Please include details of your fee/rates.

Shortlisted candidates will be contacted by 8th May 2019. Interviews will be conducted between 9th and 10th May 2019.