**ANNEX 2**

# TERMS OF REFERENCE (TOR)

**Impact Evaluation of the “Port Moresby: A Safer City for Women and Girls” and Safe Public Transport Programmes**

**UN Women Papua New Guinea Country Office**

**I. Background**

The Port Moresby: A Safer City for Women and Girls Programme (Safe City) is a founding programme under the UN Women “Safe City Free of Violence against Women and Girls” Global Initiative (SC GI) (2011-2018). The Safe Cities Global Initiative (SC GI) was designed with local, regional and global partners from various interdisciplinary backgrounds in response to the growing concerns around women and girls daily experiences of sexual harassment (SH) and other forms of sexual violence (SV) in public spaces, whether on city streets, parks, market, pathways to schools, buses and taxis or in their own neighbourhoods. Such daily occurrences infringe upon women’s and girls’ rights and freedoms as equal citizens to enjoy and pursue freely opportunities for autonomous mobility, education, work, recreation and participation in political life. Sexual Harassment has adverse effects on millions of women and girls globally, however, such forms of violence have long been tolerated.

Port Moresby, the capital city of Papua New Guinea, is characterised by poor and crowded living conditions, a growing population with high urban migration, increasing cultural diversity and ethnic tensions, and a widening gap between rich and poor. The capital city has been ranked as one of the five least liveable cities in the world based on scores in five areas: stability, health care, culture and environment, education and infrastructure[[1]](#footnote-1). Violent crime in Port Moresby threatens the safety and security of all citizens, particularly women and girls who live in fear of physical and verbal SH and assault, and are too often victims of these and other forms of gender based violence (GBV). The constant state of insecurity prevents women from leading the normal lives of free citizens - walking in certain parts of the city, travelling at certain times and attending or participating in all forms of social, economic, and political life as promised in the PNG Constitution.

A Scoping Study[[2]](#footnote-2), commissioned by UN Women in 2011 in six Port Moresby markets, found that multiple forms of violence were common in all markets. For instance, in the markets surveyed, 55 per cent of the women and girls reported that they have experienced some form of violence in the past year. Men and boys interviewed admitted being the main perpetrators of violence themselves. There were several reported cases of rape and gang rape in the markets as well as other forms of Sexual Violence (SV) including verbal and visual harassment, and it is likely that these reports only represent a small part of the problem.

Markets were poorly organized and managed and were generally fractioned and divided by ethnicity. Market vendors associations were non-existent which made it harder for vendors at the market to voice their concerns and demand their rights with local level government and the markets management. Male and female market vendors expressed fear of security personnel as well as market clerks, vendors claimed market workers were often disrespectful, extorted market vendors and were sometimes perpetrators of multiple forms of violence, in particular against women and girls.

Lack of gender sensitive planning, routine maintenance, appropriate infrastructure and adequate investment in the market places and surrounding areas such as bus stops, rendered many people more vulnerable to all types of violence and in particular women at higher risk of different forms of SV. Women even refrain from using toilets or other spaces in the markets as they fear being attacked by intoxicated men and boys who roam around the markets.

A Scoping Study on public transport, conducted in 2013, revealed that over 90 per cent of women and girls reported experiencing some form of SV when accessing public transport, including on buses, waiting at bus stops, walking to and from bus stops, or in taxis[[3]](#footnote-3). The most common types of violence reported by women and girls included verbal sexual remarks, extortion, robbery, threats or intimidation, inappropriate touching, and indecent exposure. Bus stops lacked basic amenities, provided no information about routes or public transport stops and have inadequate traffic control of PMVs when they pick up and drop off passengers.[[4]](#footnote-4) Of the people interviewed, 86 per cent of the women said that they felt unsafe at a bus stop and 77 per cent of women, and 67 per cent of men said they had experienced some form of violence while waiting at a bus stop in their life time

Overall, women and girls are unable to safely access and participate fully in economic and social activities. Long-term behavioural change and awareness raising programmes, as well as targeted interventions were recommended to make the markets and public transportation in Port Moresby safe and accessible for everyone.

**II. Description of the Programmes**

Port Moresby is one of the original five cities that was chosen to pilot the Safe Cities Global Initiative. Launched in 2011, the Safe City Programme aims to support Port Moresby’s National Capital District Commission (NCDC) and the citizens of the city to make Port Moresby a safe city for women and girls. The Programme was intended to run for a five-year period, however has been extended by two years to mid-2019 to cater for delays in construction of the Gordon's Market. Nevertheless, all other activities will end by June 30, 2018.

The Safe City Programme works in the three major markets of Gerehu, Gordons and Koki. Each of these markets have received slightly different models of intervention, either social interventions or physical infrastructure upgrade or both. The social interventions included activities such as formation of vendor associations, capacity development of duty bearers, such as market managers and the police, coordination activities and monthly community events to share information or provide basic health service to the market vendors. In 2010 UN Women, in partnership with NCDC, started implementing social interventions in Gerehu Market, and then proceeded to upgrade the market infrastructure in 2014. Gordons Market received social interventions since 2011, which included working with the police, however, there were delays in commencing infrastructure upgrade until the end of 2017. The Market is currently closed for infrastructure upgrade and is expected to be completed in 2019. Vendors from Gordons Market have been relocated to other markets in the city. The Koki Market received social interventions only and some technical support towards the design and operations of the Transit House.

In 2015, the Safe City Programme expanded to include a *Safe Public Transport for Women and Children* Programme (herein referred to as the *Safe Public Transport Programme*), to address the high numbers of reported cases of sexual harassment on and around the public transport system. The Safe Public Transport Programme supported the provision of safe, reliable and affordable public transport to enable women, youth and children to move freely and safely around Port Moresby.

The Safe Public Transport Programme aims to provides technical support and capacity building opportunities support the provision of safe, reliable and affordable public transport that enables women and girls to move freely and safely around Port Moresby.

To compliment both Programmes and contribute towards increased awareness of and respect among market users and public transport users for women’s and girl’s rights to a life free from sexual violence, UN Women embarked on a city-wide behaviour change campaign in 2016. From September to December 2016, UN Women in partnership with NCDC undertook a multimedia campaign called “SANAP WANTAIM” (stand together) to promote alternative, non-violence constructs of masculinity and influence change in the cultural norms around violence against and harassment of women and girls in public places. The campaign reached schools, markets, the Meri Seif Bus (women only bus) and communities through a range of activities and mediums.

The strategic directions of the Programmes are guided by the Programme Steering Committee consisting of representatives from key partners. The key partners in the Safe City and the Safe Public Transport Programmes include the National Capital District Commission, Road Traffic Authority (RTA), Independent Consumer and Competition Commission (ICCC) and the Royal Papua New Guinea Constabulary (RPNGC). Non-government partners include the local NGO Ginigoada, private sector partners, grassroot women’s groups and other community partners.

The combined budget of both Programmes is just over USD 20 million, implemented over 7.5 years for the markets and 2.5 years for the public transport Programme.

The Programmes are based on the following theory of change as put forth by the Programme design team:

*Through a holistic approach, the Programmes can lead to a reduction in different forms of violence against women and girls (VAWG) and increase their access to economic opportunities, expanding women’s exercise of their rights to enjoy public spaces and freedom of mobility. The transformation process will involve empowering citizens using the market, and this change will be accomplished within a five-year time frame by partnering with local government authorities, community based organisations, and grassroots groups; mobilising community members for social change, and investing in gender-sensitive infrastructure change and management, for improving safety and the market places as a whole.*

**Expected Impacts of the Programme** in line with the Safe Cities Global Initiativeinclude: 1) Women and girls enjoy a greater sense of safety, and increased comfort in public spaces; 2) Increased use of public spaces and increased autonomous mobility of women and girls in the city; 3) A reduction in different forms of sexual violence in public spaces, especially in the intervention sites; and 4) Increased income of all vendors in the market, and specifically of women vendors.

**The Expected outcomes of the Programmes**

1. Reformed and enhanced implementation of NCDC relevant policies, bylaws, budgets and systems.
2. Enhanced capacities of duty-bearers and rights holders to prevent and respond to sexual violence and other forms of violence against women.
3. Increased awareness of and respect among market users and public transport users for women’s and girl’s rights to a life free from sexual violence.
4. Gender sensitive infrastructure and social planning measures adopted to address women’s and girl’s safety in marketplaces and around public transport.
5. Media representatives have acquired knowledge to report on VAWG with particular attention to sexual violence, including service provision, legal assistance to survivors of violence, community engagement in violence prevention and the protection of women and girls.

**III. Purpose of the Evaluation**

The purpose of the evaluation is to undertake an external end of Programme assessment of the Safe City and the Safe Public Transport Programmes operations, management and results:

* for **learning and improvement** (by UN Women, Key partners and Implementing organisations);
* for **accountability** for accountability (to donors/Australian Department of Foreign Affairs and Trade and New Zealand Ministry of Foreign Affairs and Trade, including the Australian National Committee, for UN Women, and UN Women Regional Office and HQ); and
* to provide an evidence base that will inform **future work** in the area of ensuring safe cities and public spaces for possible up-scaling.

**IV. Objectives**

In alignment with the Global Programme Impact Evaluation strategy, the evaluation has the following objectives:

* to measure the impact of the Safe City and Safe Public Transport Programmes in relation to the strategies, outputs, outcomes and processes which led to that impact, thereby testing the Theory of Change and the validity of the logic model on which the Safe Cities programme is based.
* to assess the relevance of the Safe City and Safe Public Transport Programmes within the PNG Context and the extent to which the model responded to the needs of the beneficiaries, including NCDC and Government of PNG.
* To determine the extent to which the Programmes were implemented in the most efficient manner
* to identify effective strategies, barriers and challenges to progress and propose lessons learned and recommendations for improvement and opportunities to explore for sustainability, future programming or upscaling, and
* to assess the extent to which the Programme implemented a human rights and gender responsive approach in the design and implementation.

Under these broad objectives, specific key evaluations questions related to impact, in line with the global impact evaluation strategy, that the evaluation is expected to answer are listed below. However, the *Relevance, Effectiveness, Organisational Efficiency, Impact, Sustainability and Gender Equality and Human Rights* criteria will also be assessed; key evaluation questions related to these areas will be further elaborated by the evaluation team in the proposed evaluation matrix:

* Have the Programmes resulted in an increased sense of safety, increased level of comfort and a decrease in the fear of SV and SH in public spaces in the intervention areas amongst women and girls?
* Have the Programmes resulted in an increase in the use of public spaces and increased autonomous mobility in the intervention areas by women and girls?
* Have the Programmes reduced the occurrence of different types of SV and SH against women and girls in public spaces in the intervention areas, or led to changes in the profile or pattern of incidents (such as seriousness, timing, location)?
* Are there any indications that the Programmes had impacts beyond the intervention areas, either positive (such as women feeling safer in public spaces in other parts of the city, media in other parts of the city or at the city/national level reporting on SV) or negative (such as displacement of problems)?
* Are there any indications, that the Programmes helped to advance women’s rights, access to economic opportunities and gender equality across a wider spectrum of socio-economic domains?
* To what extent were the Programmes implemented in a manner that made the best use of resources, including establishing organizational systems (e.g. management arrangements, monitoring systems) to support implementation and learning?
* To what extent was the Programme designed and implemented with a human rights based and gender-responsive lens?

**V. Scope of the evaluation**

This is an impact evaluation undertaken at the end of the Safe City and the Safe Public Transport Programmes to assess the extent to which these Programmes achieved the intended outcomes and impacts. In addition to assessing results the evaluation will also review the operation and management of the Programmes including the UN Women management and the governing mechanism such as the Programme Management Steering Committee. The evaluation will cover the periods from the inception of Safe City Programme in 2011 to its completion in June 2018 and the commencement of the Safe Public Transport Programme in 2015 to November 2018. The assessment should review activities conducted to support duty bearers and stakeholders with improvements in Gerehu, Gordons and Koki Markets, support provided to key transport partners, the implementation of the Meri Seif (women only) bus and the reach of the Sanap Wantaim behavior change campaign in participating schools and communities.

**VI. Evaluation design**

The frame of reference for all evaluations at UN Women is the UN Women Evaluation Policy[[5]](#footnote-5) and corresponding Evaluation Handbook[[6]](#footnote-6), the UNEG Guidance on Integrating Human Rights and Gender Equality in Evaluation[[7]](#footnote-7) and requirements of the UN-SWAP Evaluation Performance Indicator[[8]](#footnote-8). The intent is to employ an impact evaluation design that applies a human rights and gender-responsive evaluation approach, utilizing mixed-methods that combine quantitative and qualitative data collection methods, and analytical approaches that capture the complexity of gender relations and power dynamics and ensure participatory and inclusive processes that are culturally appropriate. This evaluation will take into consideration the Global Impact Evaluation Strategy[[9]](#footnote-9) for the Global Programme on Safe Cities in order to ensure consistent approaches and feed into a possible global evaluation.

This evaluation is designed to explore and test innovative approaches for impact evaluation that are human rights based and gender responsive, ensuring a utilization focus. Therefore, we seek proposals that provide innovative ideas on how to combine evidenced based approaches that aim to test both the theory of change and, to the extent possible, assess the causal attribution of the Programme in Port Moresby markets to the intended outcomes and impacts and any unintended effects. Potential approaches could include an adapted version of the Participatory Impact Assessment and Learning Approach (PIALA), which was developed by IFAD and based on theory-based (in particular, realist) and transformative (including rights-based) traditions[[10]](#footnote-10). The Realist Evaluation[[11]](#footnote-11) approach tests the Theory of Change and applies Qualitative Comparative Analysis to compare and contrast the different Context, Mechanisms, and Outcomes -- thereby testing the strengths and weaknesses of each model in association with the particular context. Feminist systems thinking approaches could also be integrated into the evaluation approach.

Within this overarching frame, during the inception phase the evaluation team will conduct an evaluability assessment to determine the extent to which comparison groups will be possible for assessing the impacts of the market and public transport interventions. The team will consider the qualitative and quantitative baseline research on markets and public transport conducted in 2015 to determine the extent to which a) the quantitative baseline data can be reconstructed (the original data was found to have limitations; b) a market comparison is feasible; and c) the qualitative data collected at baseline can serve as a baseline. With regards to the transportation Programme, as activities commenced only two years ago, the extent to which the outcomes are on track to being achieved will be assessed. The inception phase will include a visit to PNG to assess the evaluability, and test the data collection tools.

The evaluation proposal should include data collection methods that are participatory while at the same time ensure strict adherence to ethical guidelines on protecting victims of violence[[12]](#footnote-12). The data collection will include document review, surveys, focus group discussions, key informant interviews and other more innovative forms of enquiry in selected markets, among public transport users and with key Programme partners.

Evaluation proposal should include the following:

* **Outline of the evaluation design**, assumptions and its limitations, ensuring participatory methods for consultation with stakeholder groups, a plan for inclusion of women and individuals and groups who are vulnerable and/or discriminated against and a clear plan for how they will be protected; and a plan for translation, as necessary
* **how the quantitative and qualitative tools** will be developed and tested, including through alignment with the Safe City and Safe Public Transport Performance Matrix, translation, (if needed) validation and field testing.
* in line with national evaluation capacity development (NECD), this evaluation **encourages partnership and sub-contracting with local individuals or institutions** to contribute to NECD; the proposal should specify how this will be achieved, what roles they will play and how capacity will be enhanced
* **operational arrangements for collecting quantitative data**, including a sampling frame (area and population represented, rationale for selection, mechanics of selection, limitations of the sample) and specify how it will address the diversity of stakeholders in the intervention; Assumptions made in sampling and research design should also be clearly reflected; how research assistants will be trained for data collection
* **Measures to ensure quality, reliability and validity of data** collection tools and methods and their responsiveness to gender equality and human rights; (for example, the limitations of the sample representativeness) should be stated clearly and the data should be triangulated (cross-checked against other sources) to help ensure robust results
* **how quantitative and qualitative data will be protected**, stored, coded and analyzed and made available to UN Women
* **measures that will ensure the work is conducted ethically** and in accordance with WHO guidelines on research into violence against women. Plan should include how protection of subjects and respect for confidentiality will be guaranteed
* arrangements to ensure effective referral of survivors of violence to relevant service providers, if required, during the field research, including training of the field team and how referrals will be managed to ensure focal points can provide assistance if required.
* risks and how these will be mitigated and managed
* innovative means for communicating findings and recommendations of the evaluation

In designing and conducting the evaluation, the evaluators will be required to take account of the following:

* The evaluation should have a participative approach that involves local citizens and strengthens the capacity of the local women and women’s organisations (the ‘agents of change’) through their involvement.
* The evaluation shall be sensitive to the nature of the questions around personal experiences of violence and comply with recommended practice on confidentiality, respect for privacy and safety of the respondent.
* The research should be designed so that estimates can be made and conclusions can be drawn with confidence about each individual component.
* Methods, tools and data should be organized, stored and documented in a way that will facilitate assessment of change. At the end of the evaluation, tools and other documents should be available in MS Word file formats and raw data in MS Excel file format.
* Gordons Market has closed for redevelopment at the end of December 2017, fieldwork should be adjusted to identify and interview Gordons market vendors who have been relocated to other markets such as Boroko Market.

**VII. Stakeholder participation**

Gender-responsive evaluation places people at the center of the process. It is important to engage with key partners from the planning stage through to the use of evaluation. Evaluation stakeholders have been identified based on their role in the Safe City and Safe Public Transport Programmes. Stakeholders are not only key informants, but they need to be meaningfully engaged in the process to be able to express their beliefs on an equal footing. These fundamental power dynamics amongst stakeholders must be recognized in the process and ways for engaging meaningful stakeholder participation should be proposed by the evaluation team. The evaluation should be a means for empowering rights holders, in particular, the most vulnerable, to claim their rights. The evaluation proposal should propose ways in which various stakeholders will be engaged, ensuring that the most vulnerable groups actively participate throughout the evaluation process.

An Evaluation Reference Group will be made up of key partners, including: implementing partner Ginigoada Foundation, the two main donors, the Australian Government Department of Foreign Affairs and Trade (DFAT) and the New Zealand Ministry of Foreign Affairs and Trade (MFAT); UN Women; Government partners, National Capital District Commission, Road Traffic Authority and the Royal PNG Constabulary. The Evaluation Reference Group will be involved in reviewing all deliverables to ensure the information is factual; correct interpretation of data; and avoid gaps in information. The Terms of Reference is being shared in parallel to the RFP process, thus there may be slight changes; the final TOR validated by the ERG will be shared with the successful company. UN Women will provide the final approval for all the deliverables. The ERG will also be key in disseminating and ensuring use of evaluation findings. The evaluation will also engage with representatives from vendor associations and the PMV Association throughout the evaluation process, particularly during the Preliminary findings presentation and validation workshop.

**VIII. Time frame**

The work is expected to commence in **May 2018 and be completed by November 2018**. The Evaluation Team is expected to commence planning, development of tools and finalization of the Evaluation Plan in May. The team should conduct the inception mission to PNG in late May or early June, including scoping interviews (some will be completed prior to the visit via skype), testing of tools and translation if required. The data collection is expected to take place in July, analysis completed in August and presentation of preliminary findings by early September. The draft report should be submitted in October and submission of final report in November. Specific deadlines for deliverables are set out in the table below.

**IX. Expected deliverables**

The total duration of the engagement is for a period of 7 months. The bidder(s) should propose a work plan and number of working days through which the outlined deliverables will be achieved and cost each deliverable separately. All deliverables will be paid for on satisfactory completion and certification by the UN Women PNG Deputy Country Representative in consultation with the Evaluation Managers that the work has been completed to satisfaction and in line with the [UN Women Global Evaluation Reports Assessment and Analysis System (GERAAS)](http://www.unwomen.org/~/media/headquarters/attachments/sections/about%20us/evaluation/evaluation-geraasmethodology-en.pdf). It is anticipated that all deliverables will require at least two revisions before final product is approved and paid. All raw data files, consent forms and relevant documentation must be returned to UN Women before release of final payment. All products developed for this evaluation will remain the property of UN Women.

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| **Deliverable** | **Time frame for submission** | **Payment %** |
| 1. **Evaluability Assessment Brief:** includes stakeholder and power analysis,describes the evaluability assessment proposed approach, a draft evaluation matrix specifying what will be evaluated and how, all data collection tools to be tested, a work plan including a plan for adhering to ethical guidelines, responsibilities, logistics and support required for the inception mission. | To be submitted after 15 days of signing agreement (must be approved prior to the inception mission) | 20% |
| 1. **Inception Report:** describes results of the evaluability assessment including the final proposed methodology and analysis framework, a final stakeholder analysis and evaluation matrix, a work plan, a plan for adhering to ethical guidelines, responsibilities, logistics and support required for the evaluation.   The Evaluability Assessment should consider the qualitative and quantitative baseline research on markets and public transport conducted in 2015 to determine if;   1. the quantitative baseline data can be reconstructed, 2. a market comparison is feasible; and 3. the qualitative data collected at baseline can serve as a baseline   The inception phase will include a visit to PNG to assess the evaluability and test the data collection tool | 2 weeks after the inception mission | 20% |
| 1. **Preliminary findings presentation and validation workshop with stakeholders:** This will be presented via skype to the reference group for feedback, the recommendations should also be discussed in this workshop. | First week of September 2018 | 10% |
| 1. **Interim Report :** The draft evaluation report should describe theprogress of work to date with key issues/challenges if any**.** It should include all annexes summarizing the quantitative and qualitative analysis and incorporate feedback from the Evaluation Reference Group validation workshop; the final agreed upon version of the evaluation report should also include an audit trail of how comments have been integrated into the report, and all final annexes. | First week of October 2018 | 20% |
| 1. **Final Evaluation Report:** A final report in English including an executive summary and recommendations (maximum of 5 pages), after receiving comments from UN Women 2. Electronic copy of the report in printable format with infographics and appropriate illustrations (no printing required) 3. Soft and hard copies of all data collected and compiled during field work (survey forms, questionaires) as per scope of work to be handed to UN Women 4. Evaluation Communication Products: Submission of innovative knowledge products that capture the evaluation findings in a clear and concise manner, e.g. video, brief with infographics, etc, in line with the UN Women branding guidelines. | November 2018 | 25% |
| 1. Evaluation learning session: one learning session to be facilitated to share the findings beyond PNG; the scope of the session TBD; includes development of a presentation | within 6 months post finalization | 5% |

**X. Management of evaluation**

This evaluation will be co-managed by the UN Women PNG Country Office Deputy Country Representative and the UN Women Regional Evaluation Specialist with support from the Safe Public Transport Programme Officer. The Regional Evaluation Specialist will participate in data collection and analysis activities with a view to ensuring a quality process. UN Women expects the Evaluation team to arrange their own logistics, materials and office space required to conduct this evaluation. These costs should be included in the financial proposal. However, UN Women will provide support in contacting key stakeholders and support in organizing vendors, commuters, etc. for agreed data collection sessions.

UN Women will provide oversight of the evaluation deliverables. The Safe Public Transport Programme Officer will coordinate the evaluation process. An Evaluation Reference Group will be set up to provide input on the evaluation products.

**XI. Evaluation team composition, skills and experiences**

The core evaluation team will be composed of at least three to four external evaluation consultants. The team roles are defined as:

i) Team Leader (evaluation expert);

ii) Senior Thematic Expert (preferably with evaluation experience); and

iii) 2-3 Research Assistants.

The core team should draw upon additional specialized technical expertise, research and editorial and graphic design assistance as necessary. The sub-contracting or partnering with a national research institute or consultants from the region is highly encouraged. Requirements for each role are as follows:

1. The **team leader** will lead the evaluation starting with the Inception Phase and will be responsible for the finalization of the evaluation design and the implementation of the evaluation according to the agreed plan. This will include ensuring coherence and quality of outputs, application of methodology, as well as timely delivery of all products. S/he will also act as the primary liaison between UN Women evaluation managers and the contracted evaluation team members. S/he will have additional responsibilities in regards to report writing, presentation of findings, communication and facilitation of dialogue around the evaluation. S/he must have an extensive experience in leading evaluations, in the development field, of a similar size, complexity and character as well as excellent analytical, communication and writing skills. Previous experience conducting evaluations in ending violence against women thematic area. Experience conducting an evaluation for the UN will be considered an asset. Her/his primary responsibilities will include, but not be limited to:

* guiding and managing the team throughout the evaluation phases and ensuring quality control and adherence to ethical guidelines;
* setting out the methodological approach;
* leading the inception mission, including the testing of all tools;
* reviewing and consolidating the team members’ inputs to the evaluation deliverables;
* liaising with the UN Women evaluation managers and representing the evaluation team in meetings with stakeholders;
* delivering the evaluation deliverables in line with the UN Women evaluation quality standards (GERAAS);
* contributing to the report dissemination and communication by participating in webinars and supporting or providing inputs to evaluation communication products.

**Qualifications**: Post graduate degree in a field of relevance for the evaluation (Gender, Sociology, Political Science, Anthropology, or other Social Science degree), and have specific experience in the field of gender-based violence.

**Professional Experience**: The Team Leader must have at least 10 years of evaluation experience, with at least 5 years’ experience serving as a team leader and preferably with experience leading impact evaluations and applying human rights and gender based approaches to evaluation. The team leader must have demonstrated experience implementing both quantitative and qualitative data collection methods and triangulation of data. Must be fluent in English. Ideally, the consultant should have experience in the Pacific region.

1. **Position**: Senior Thematic Expert

**Qualifications**: The Senior Thematic Expert should ideally have at least 5 years’ experience in the field of gender-based violence research or evaluation, preferably in the Pacific; and have specific experience in primary data collection, managing complex field data (both quantitative and qualitative) collection activities; applying human rights and gender based approaches to data analysis. Must have a graduate degree in the social sciences. Must be fluent in English. Can be from the Pacific region or outside, while additional points will be given to a citizen of or resident of a developing Pacific island state. Must have demonstrated expertise in writing reports in a simple and concise manner in English. Ideally can communicate in the local languages Tok Pisin and Hiri Motu.

1. Evaluation **Research Assistants (2 persons)** will bring together a complementary and balanced combination of the necessary technical expertise in ending violence against women, and in particular demonstrated experience conducting research with victims of violence. Must have an academic degree in the social sciences. It is estimated that up to three weeks input will be required. Must have fluency in English, Tok Pisin and Hiri Motu. Ability to use relevant statistical software to carry out data analysis such as SPSS, Minitab, JMP, SAS, etc.

All team members will:

* contribute to the design of the evaluation methodology;
* undertake in-depth documentary review;
* conduct field work to implement evaluation data collection methods (survey’s, KII, FGD’s, etc.)
* consultations of a wide range of stakeholders;
* participate in team meetings, including with stakeholders;
* prepare inputs and make contributions to the evaluation deliverables;
* provide substantive advice throughout the evaluation.

**XII. Ethical code of conduct**

Evaluators should have personal and professional integrity and abide by the [UNEG Ethical Guidelines](http://www.uneval.org/document/detail/102) for evaluation and the [Code of Conduct for Evaluation in the UN system](http://www.uneval.org/document/detail/100) to ensure that the rights of individuals involved in an evaluation are respected. Evaluators must act with cultural sensitivity and pay particular attention to protocols, codes and recommendations that may be relevant to their interactions with women. Evaluators will be expected to sign the [UN Women Evaluation Consultants Agreement Form](https://unw-gate.azurewebsites.net/resources/docs/SiteDocuments/UNWomen%20-%20CodeofConductforEvaluationForm-Consultants.pdf), to show that they have read and understood the UNEG Code of Conduct for Evaluation in the UN System process.

**ANNEXES**

* [UN Women GERAAS evaluation report quality checklist](http://genderevaluation.unwomen.org/-/media/files/un%20women/gender%20evaluation/handbook/tool%2014%20-%20geraas%20evaluation%20report%20quality%20assessment%20checklist.docx?la=en)
* [UN Women Evaluation Consultants Agreement Form](https://unw-gate.azurewebsites.net/resources/docs/SiteDocuments/UNWomen%20-%20CodeofConductforEvaluationForm-Consultants.pdf)
* UNEG [Norms for Evaluation in the UN System](http://www.uneval.org/document/detail/21)
* UNEG [Standards for Evaluation in the UN System](http://www.uneval.org/document/detail/22)
* [UN Women Evaluation Handbook](http://genderevaluation.unwomen.org/en/evaluation-handbook)
* UN Women Safe Cities Free of Violence against Women and Girls Global Programme Impact Evaluation Strategy,2011; <http://www.endvawnow.org/uploads/browser/files/un_women_sc_gp_ie_strategy_february_2011.pdf>
* UN Women Safe Cities Programme Impact Evaluation Strategy
* UN Women Safe Cities Port Moresby Programme Results Monitoring Matrix

1. Economist Intelligence Unit, Global Liveability Reports 2008, 2009, 2010, 2011, 2012. www.eiu.com [↑](#footnote-ref-1)
2. UN Women (2011) Making Port Moresby Safer for Women and Girls: UN Women [↑](#footnote-ref-2)
3. UN Women (2014) Ensuring Safe Transport With and For Women and Girls in Port Moresby. Papua New Guinea: UN Women [↑](#footnote-ref-3)
4. Ibid p.21-22 [↑](#footnote-ref-4)
5. UN Women Evaluation Policy, 2012; <http://undocs.org/en/UNW/2012/12> [↑](#footnote-ref-5)
6. UN Women Evaluation Handbook: How to manage gender-responsive evaluation; 2015; <http://genderevaluation.unwomen.org/en/evaluation-handbook> [↑](#footnote-ref-6)
7. UNEG Guidance: Integrating Human Rights and Gender Equality in evaluation, 2014; <http://www.unevaluation.org/document/detail/1616> [↑](#footnote-ref-7)
8. Find resources on the UNEG website: <http://www.unevaluation.org/document/detail/1452> [↑](#footnote-ref-8)
9. UN Women Safe Cities Free of Violence against Women and Girls Global Programme Impact Evaluation Strategy, 2011; <http://www.endvawnow.org/uploads/browser/files/un_women_sc_gp_ie_strategy_february_2011.pdf> [↑](#footnote-ref-9)
10. All publications relating to the PIALA initiative can be found on the IFAD website: www.ifad.org/topic/overview/tags/piala [↑](#footnote-ref-10)
11. Realist Evaluation is based on Pawson and Tilley (1997) approach; see Better Evaluation: <http://www.betterevaluation.org/en/approach/realist_evaluation> [↑](#footnote-ref-11)
12. WHO, Putting Women First,Ethical and Safety Recommendations for Research on Domestic Violence Against Women; Gevena, Switzerland, 2001 <http://apps.who.int/iris/bitstream/10665/65893/1/WHO_FCH_GWH_01.1.pdf> [↑](#footnote-ref-12)