

Terms of Reference

Support for the Gender/PSEAH Intervention Review of the SET Project

March 2024

1 Background and Context

The Skills for Employment Tanzania (SET) project is a 12-year project funded by the Swiss Agency for Development and Cooperation (SDC). The current, second phase of SET started on 1 July 2022 and will end on 30 June 2026.

The overall project goal for SET across all phases is: “Improve the prospects of gainful youth (self-) employment through a contribution to improved access, relevance, and quality of Vocational Skills Development (VSD)”.

The three project outcomes for the second phase are as follows:

Outcome 1 (Relevance): Improved collection and analysis of labor market and skills needs, involving private sector, workplace practitioners and other labor market stakeholders, leading to improved, relevant and flexible VSD curricula.

Outcome 2 (Quality): Improved motivation and adaptive teaching techniques and teaching environment allows for improved delivery of non-formal and formal programs and training throughout the network of Folk Development Colleges (FDCs).

Outcome 3 (Access): Increased access of youth, and young mothers, to relevant non-formal VSD.

SET has been designed with a focus on gender equality, with a focus to reach young women and young mothers in the community through gender responsive VSD. In doing so, SET has worked with training providers (partners) and trained them to address related issues in their dealing with youth and communities.

SET 1 and 2 conducted numerous activities to enable its project staff and training providers to address gender related issues. These activities included:

- Development of a Guide for ‘**Gender Responsive Teaching for Teachers and Trainers**’; which focuses on provision of skills and practical methods for teacher/trainer to improve the gender responsiveness of VSD in the classrooms or in the workshops.
- Development of a ‘**Gender Transformative Manual for Tutors and Training Providers**’; which aims at enabling teachers/trainers to better understand gender stereotypes, their manifestation and how structures such as families, culture and religious beliefs guard the patriarchy system. In addition, the manual was meant to serve as a guide to trainers and offers practical guidance on how the lessons in this manual can be facilitated in a gender transformative manner.

- Development of **psychosocial support guideline** to provide guidance to teachers on how to support young mothers in trauma or stress to deal with their distress and build up their emotional wellbeing.

Applying the above material, SET trained selected staff of training providers to act as **‘Gender Champions’**; thereby creating a pool of competent female trainers/teachers and community facilitators to be frontliners in gender sensitization and ensure integration of gender in organization’s activities and at the community level. The SET gender specialist jointly with a selected gender champion went further to conduct **Gender ToT** for several training provider representatives to enable them to integrate gender equality into their training programmes and their overall dealings with the communities.

The project also supported **14 training providers** to develop **gender policies**, with the aim of adopting and implementing these within the organisation.

Within the context of an increased focus on the **Prevention of Sexual Exploitation, Abuse and Harassment (PSEAH)**, SET has started to integrate related topics into its VSD programmes by setting a feedback reporting mechanism in the form of a hotline where youths can report on all issues. This also included sensitizing training providers on PSEAH and the importance of safeguarding in an organization.

Although SET has been developing the above range of documentation and trained many of its partners, it must be noted that the implementation of related activities and the overall impact of these has been minimal. Training providers train and communicate related issues to SET beneficiaries, but at community or household level little change can be witnessed, if any at all.

It is in this context that SET is looking for a consultant to briefly review the existing documentation and activities SET has been developed/implemented to promote gender equality and PSEAH with its partners and communities and to suggest an intervention which has the potential to better reach communities and related households. While the consultant is expected to review gender equality and PSEAH interventions, the focus of consultant’s work must be on PSEAH.

2 Objective of the Assignment

Based on the review the SET gender equality and PSEAH documentation and interventions as well as consultations with related stakeholders, suggest a revised and innovative activity/approach to ensure that PSEAH is being considered and implemented at community and household levels.

The focus of the assignment is to ensure that the suggested intervention will lead to impact at target group level rather than on capacitating intermediaries.

3 Key Tasks

To achieve the above objective, the consultant shall implement the following activities:

1. Develop a work plan which shall be presented to the SET team during the inception meeting suggesting stakeholders to be consulted and consultation processes.
2. Review the existing SET documentation and interventions related to gender equality and PSEAH.

3. Consult other relevant stakeholders (related other projects, selected SET training providers, relevant Government officials, etc.) to identify relevant PSEAH interventions impacting communities and the household level.
4. Consult selected communities in Morogoro region to get a hands-on view of the situation of SET youth and their communities.
5. Identify and suggest at least 2 options for a revised PSEAH intervention to the SET team and ways to measure the expected change at the said level.
6. Elaborate the selected option including clarifying objectives, planned activities and envisaged impact.
7. Accompany the SET team in setting up activities and in ensuring implementation as planned and suggest revisions.
8. Suggest how SET should continue with the related intervention to reach its target group and have impact at that level.

4 Key Deliverables

This assignment will lead to the following outputs, collectively achieved with the parties involved.

#	Activity	Expected Output	Estimated # days
1	Presenting the assignment methodologies and workplan before actual commencement to the SET team	Detailed workplan and approaches shared with SET in Morogoro	3
2	Desk review of the related SET documentation in the context of gender equality and PSEAH	Understanding of existing SET interventions and those by other projects/donors	3
3	Consultation with selected key stakeholders, including discussions on implementation partners and institutionalization of suggested interventions.	Understanding of the work of other stakeholders in the subjects	4
4	Consultations with selected rural communities in Morogoro	Understanding of the gender dynamics, relationships and challenges at local level	5
5	Development of at least two options how SET could proceed achieving better impact at community and household level in this area. This shall include a discussion on how the intervention can be institutionalized.	Innovative options for SET gender equality and PSEAH interventions	3
6	Presentation of and discussion of the options to the SET team	Agreement on the way forward	2
7	Further elaboration of the option into a solid implementation concept and final report and how the expected change/impact can be measured	Implementation concept for SET approach to gender equality and PSEAH	2
	Total		22

Support for the implementation of the intervention and its quality assurance will be subject to another Terms of Reference (ToR) or to an extension of this current contract.

5 Timeframe and duration

The assignment will be carried out over the period of 22 working days which will include report writing. The consultant should be available for the assignment in the months of May/June 2024.

6 Required Qualifications

The external consultant must meet the following qualification requirements:

- Proven experience in gender and PSEAH related issues, at rural/community level
- Knowledge and experience in inclusive agriculture, skills development and issues related to youth/young women economic empowerment.
- Understanding and experience in organizing and consulting different stakeholder groups
- Experience in designing innovative and impactful project interventions
- Excellent report writing abilities.
- Fluency in the following languages: English and Swahili.

7 Administrative Clauses

- Detailed CV and company profile with previous client's reference for similar assignments.
- Financial proposal showing the daily rate in Tanzanian Shillings and technical proposal outlining how the consultant will approach/implement the assignment.
- The payment of the fees is subject to the deliverables outlined under point 4, point 7 and approval by the project Lead.

8 Deadline

The consultant is requested to forward their proposal under the attention of Swisscontact Admin, [tz info@swisscontact.org](mailto:info@swisscontact.org). by May 10th 2024.

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