

SOLKAS GEDSI CONSULTANT

Solomon Islands Knowledge-Action-Sustainability for Resilient Villages (SOLKAS) Project

Terms of Reference – GEDSI Consultant (International)

Reporting to:	SOLKAS Project Manager		
Work location:	Save the Children, SOLKAS PMU Office, Alvaro 1 Building, Point Cruz, Honiara.	Type of engagement	Consultant (short-term)

Purpose of Consultancy - Background

SOLKAS is a partnership between the Government of the Solomon Islands, through the Ministry of Environment, Climate Change, Disaster Management, and Meteorology (MECDM), and Save the Children Solomon Islands (SCSI). It is one of the largest locally led adaptation projects globally, and one of the first with a strong focus on the education sector. Largely funded under the Green Climate Fund (GCF) with co-finance from the governments of Australia, New Zealand and the Solomon Islands, it has been designed to reduce children, youth and communities' exposure to climate hazards and help build sustainable, resilient communities and livelihoods in the context of climate change. Working with communities across six provinces, the project will strengthen resilience to climate change impacts by strengthening the capacities of national, subnational, and local governments, communities, and schools to understand, plan for and implement responses to the climate crisis. Working closely with Ministries (MECDM, MEHRD, MAL, MPGIS, MFMR, MRD and MWYCFA), the project will achieve this through activities under three components:

1. Community-led development of adaptation plans, climate change knowledge and skills, and access to climate change information.
2. Resilient livelihoods, food and nutrition security, and school-level infrastructure; and
3. Institutional strengthening.

This consultancy will contribute to the several project outputs with specific activities to be completed as follows:

- Reviewing DRAFT Climate Change IEC materials in terms of GEDSI
- Provide GEDSI capacity strengthening support to MEHRD and NDMO through identification of GEDSI focal points,
- Design and deliver a contextually informed 3-day workshop training on theoretical underpinnings and practical approaches to gender equality and disability inclusion in climate change adaptation and disaster risk reduction in the Solomon Islands context. Design and facilitation should be in collaboration with MWYCFA, relevant focal points and other key local services.
- Strengthen Agriculture Extension Officers ability to support women's roles in agriculture including:
 - conduct gender analysis of access to extension services, technology adoption and agricultural productivity
 - Support action planning workshop based on findings
 - Develop strategy for improving agricultural services to account for gender differences in agricultural roles and access to extension services and agricultural inputs;
 - Develop DRAFT training modules on gender-responsive extension and advisory services
- Provide handover briefings to national GEDSI Adviser by working collaboratively with SOLKAS GEDSI Adviser and relevant Ministries

Scope of Consultancy

The consultancy is to be delivered in 35 days over an estimated period of 3-4 months. (*October 2024 – February 2025 noting that mid-December to mid-January is shutdown*). The following are essential elements within the consultancy approach:

- With support from MECDM, MWYCFA and SOLKAS technical advisors and partners, provide technical oversight and actively develop workshop, training materials and research outputs as defined in the TOR relevant to the Solomon Islands context
- Liaise with designated counterparts within government departments, and key implementing partners to consult, coordinate and follow-up on required information for development of the Climate Change Solomon Island contextualised trainings and workshops.
- Upon commencement of the SOLKAS GEDSI Adviser, work collaboratively to complete remaining deliverables and prepare clear workplans for continuing work with recommendations.

Specific essential tasks of the consultancy to be delivered are as follows:

- Review DRAFT Climate Change IEC materials in terms of GEDSI and provide timely advice to the developers including Ministry counterparts (print materials for Billboards and DRAFT film).
- Ensure all materials are sensitive to gender and people with disability (PWD).
- Provide Gender Equality, Disability and Social Inclusion capacity strengthening support to MEHRD and NDMO through identification of GESI focal points
- **3-day Workshop in Honiara:** Building on Save the Children and relevant MWYCFA and other SIG GEDSI materials, design the workshop materials and the delivery of a 3-day workshop training on theoretical underpinnings and practical approaches to gender equality and disability inclusion in climate change adaptation and disaster risk reduction. Facilitate this workshop in November 2024 with collaboration from MWYCFA.
- **Strengthening Agriculture Extension Officers service to support women's roles in agriculture - Research:** Work collaboratively with MAL stakeholders and SOLKAS stakeholders to:
 - conduct analysis of gender differences in access to extension services, technology adoption and agricultural productivity
 - Support action planning workshop based on findings
- **Strengthening Agriculture extension workers service to support women's roles in agriculture – Strategy Development and training modules:** Together with the GEDSI Adviser, work with relevant Ministries stakeholders to:
 - develop the strategy for improving agricultural services to account for gender differences in agricultural roles and access to extension services and agricultural inputs; and
 - develop DRAFT training modules on gender-responsive extension and advisory services
- Provide handover briefings to national GEDSI Adviser by working collaboratively with SOLKAS GEDSI Adviser and relevant Ministries
- Consult with relevant stakeholders (MECDM, MWYCFA and SOLKAS PMU) regarding content, review, refinement and finalization.
- Ensure compliance with Solomon Island Government Ministerial policies, standards, and regulations throughout the development process of the film.

Timeframes

Timeframes are indicative based on a 3-4-month consultancy engagement commencing in October 2024 with the following indicative phases.

- October 2024:
 - Focal point identification
 - Initial PMU and Ministry briefing on existing materials and gaps in addition to desktop review;
 - Presentation of DRAFT Workshop materials developed for review and input
- November 2024:
 - Delivery of Workshop
 - Research Analysis
- December 2024:
 - Commencement of SOLKAS GEDSI consultant and collaborative working on Extension Worker Service remaining analysis, planning and implementation
- January 2025:
 - Development of remaining draft deliverables for target audience learning and input (Strategy and training modules)
 - Finalisation of deliverables incorporating all feedback to Ministry stakeholder group for final comment prior to endorsement
 - Endorsements from relevant ministries
- By end February:
 - Submission of Final Products following endorsement

Proposals should outline expected timeframes for deliverables and proposed fees based on deliverables inclusive of any anticipated expenses.

Deliverables and Fees Schedule

The table below details deliverables and timeframes. Fees are based on submission and acceptance of satisfactory deliverables. Proposals should clearly state anticipated fees in line with the following timeframes:

#	Deliverable	Deliverable date (indicative)	Fee %
1.	<p>Initial PMU and Ministry briefing on approach, existing materials and gaps in addition to initial desktop review</p> <p>Provide Gender Equality, Disability and Social Inclusion capacity strengthening support to MEHRD and NDMO through identification of GESI focal points</p> <p>DRAFT Materials developed for 3-day Workshop in Honiara: Building on Save the Children and relevant MWYCFA and other SIG GEDSI materials, design the materials and the delivery of a 3-day workshop training on theoretical underpinnings and practical approaches to gender equality and disability inclusion in climate change adaptation and disaster risk reduction.</p>	October 2024	20%
2.	<p>3-day workshop training on theoretical underpinnings and practical approaches to gender equality and disability inclusion in climate change adaptation and disaster risk reduction in Honiara: Delivery and facilitation with endorsed materials</p>	November 2024	25%

3.	Reviewing DRAFT Climate Change IEC materials in terms of GEDSI and provide timely advice to the developers including Ministry counterparts (print materials for Billboards and DRAFT film).	December 2024 (estimated – depends on when materials ready)	10%
4.	Strengthening Agriculture extension workers service to support women’s roles in agriculture including 4 key deliverables – <ul style="list-style-type: none"> • FINAL Research analysis of gender differences in access to extension services, technology adoption and agricultural productivity • Action planning workshop delivered based on findings • FINAL Strategy endorsed by Ministry • DRAFT training modules on gender-responsive extension and advisory services ready for review and input by relevant Ministries 	January - February 2025	45%

Payment is subject to deliverables of a high standard and product endorsement by both Save the Children and relevant partner ministries and MWYCFA.

Key deliverables as defined above should be submitted to the supervisors in the SOLKAS Project Management Unit (PMU) for initial feedback in respect of contract in addition to key stakeholders in electronic formats.

Supervisory arrangements: The Consultant/s will work under the overall guidance of the SOLKAS PMU.

Place where services are to be delivered: SOLKAS PMU Office, Alvaro 1 Building, Point Cruz, Honiara, Solomon Islands with some remote work as agreed in proposal (hybrid)

Child protection and safeguarding requirements

- Maintain a child safe environment at the workplace and safeguard children’s rights, acting in the best interests of children at all times.
- Comply with the Child Safeguarding Code of Conduct and child safeguarding and protection policies and standards ([click here to view further details](#)).
- Demonstrate the highest standards of behaviour towards children in both your private and professional life.
- Never abuse the position of trust that comes with being a part of the Save the Children family.
- Maintain a safe and positive relationship at all times when working with children and young people.
- Respond to any concerns for the safety or wellbeing of a child in a program in accordance with internal reporting processes.

Consultant Selection Criteria

Essential knowledge or experience

- Experience in a GEDSI project advisor role, preferably in the Pacific.
- Demonstrated ability to prepare written briefings and reports as they relate to climate or environmental, and GEDSI approaches

- Demonstrated strategic planning skills and strong time management, administrative and organisational skills.
- Highly developed communication skills, written and verbal, and the ability to present technical and non-technical information clearly and effectively to a wide range of internal and external audiences, including highly developed report writing skills.
- Demonstrated ability to build the capacity of non-technical program staff in evidence-based GEDSI approaches.
- Excellent representational, advocacy and diplomatic skills to enable effective engagement and responses with stakeholders.
- Proven ability to work with remote teams working in both a supervised and unsupervised capacity
- Demonstrated success in leading multi-stakeholder initiatives, driving collaborative decision-making and achieving tangible results. Proven ability to overcome challenges and navigate complex dynamics to deliver shared objectives.

Desirable knowledge or experience

- Knowledge of relevant GCF information e.g. GAP, GEDSI approaches, Environment and Social Policy, SEAH risk assessment guideline.

Additional Information

1. Any offer of engagement will be subject to a satisfactory National Police Record Check and, where required, a Working with Children Check
2. Consultants must sign on to the project's Child Safeguarding Policy and Code of Conduct