

Terms of Reference: Paper “Equality Mainstreaming Guide”

1. Background and context

Advocates for International Development’s (A4ID) Rule of Law Expertise UK (ROLE UK) programme is seeking a consultant to review a paper entitled ‘Equality Mainstreaming Guide’ (herein to be referred to as ‘the Guide’). The Guide will be published on A4ID’s and the ROLE UK Programme’s websites and shared with development organisations and legal pro bono professionals.

1.1. About Advocates for International Development

A4ID is the leading global charity that believes the law can and should be used more effectively to eradicate global poverty. We enable the world’s top lawyers to offer free legal support to organisations working to advance human dignity, equality and justice. Through a range of courses, publications and events, A4ID operates as a knowledge and resource hub for lawyers, academics and NGOs exploring how the law can be better used to achieve the Sustainable Development Goals (SDGs). A4ID also manages the Rule of Law Expertise Programme (ROLE UK), a unique collaboration between the UK government, judiciary and lawyers to strengthen the rule of law in developing countries. Further information on A4ID is available here: www.a4id.org.

1.2. About ROLE UK

A4ID’s ROLE UK Programme, funded by the Foreign, Commonwealth and Development Office (FCDO), contributes to building long-term partnerships between the UK legal sector and legal actors in ODA-eligible countries to strengthen the rule of law and facilitate progress towards the SDGs. The Programme focuses on the eradication of poverty; gender equality; reduced inequalities; peace, justice and strong institutions; and partnerships for development.

The ROLE UK Programme provides financial and technical support to rule of law activities, facilitates partnerships and, more broadly, promotes the generation and application of learning and evidence around how to strengthen the UK legal pro bono sector’s contribution to rule of law and development.

Activities that the ROLE UK Programme typically supports are short-term technical assistance by UK legal experts to developing countries, which may include trainings, conferences, workshops and other convenings. Further information on the work the ROLE UK Programme undertakes is available here: www.roleuk.org.uk.

1.3. Rationale for and background of the Guide

A4ID’s ROLE UK Programme places a thematic focus on achieving equality through its prioritisation of SDGs 5 (gender equality) and 10 (reduced inequalities) and recognises equality as a cross-cutting issue in its work and the SDGs. Through ROLE UK Programme’s partnership working with legal and development focused organisations to improve the rights of marginalised groups, it has been identified that ROLE UK’s partners, when communicating project/activity design, delivery and monitoring and evaluation were falling short of sufficiently addressing issues of inequality along its different dimensions, and in particular of gender. For example, there could be no disaggregation of data across gender lines and other dimensions of equality, providing limited ability to assess the effectiveness of partnerships in tackling inequality.

This also corresponds with challenges faced by stakeholders in identifying social and political factors involved in the rule of law problem they seek to address.

The Guide is to be made available to the public and promoted with ROLE UK's stakeholders, some of whom are currently engaged in active partnerships. It will provide learning around the topic of mainstreaming equality into development intervention project planning, delivery and monitoring and evaluation.

The Guide aims to address the following objectives:

- Introduce the meaning and importance and principals of equality mainstreaming and the different components of equality mainstreaming relevant to organisational/project development in general
- Explore how this relates more specifically to legal technical assistance for Rule of Law development projects.
- Provide tools/guidance that will assist pro bono legal and judicial stakeholders to mainstream equality into legal technical assistance projects and their monitoring and evaluation methods
- Provide guidance on knowledge resources to further learning about equality mainstreaming

The Guide has been drafted internally within A4ID's ROLE UK programme team. For quality assurance purposes, the draft of the Guide will be reviewed by an external equality mainstreaming specialist.

Please note that, in due course, ROLE UK will be developing and delivering an Equality Mainstreaming (virtual) workshop that will complement and reflect the content of the Guide. Additionally, ROLE UK has a number of existing knowledge resources and workshops concerning Rule of Law development project-cycle management and the Guide will complement these resources.

2. Objectives of the Guide review

The objectives of the document review will be to provide expert oversight in the following areas:

- **Accuracy:** Provide more general comment on any errors or notable issues within the Guide document, or matters that in the consultant's view would improve the quality of the resource.
- **Exhaustiveness:** Provide oversight as to the comprehensiveness of the Guide in meeting its objectives of being an introductory guidance document and providing practical methods/tools to be easily applied.
- **Readability/accessibility:** Provide comment on whether the content of the Guide meets its objectives of being an introductory guidance document and provide easy to apply practical methods and tools.

3. Methodology

3.1. Location

The exercise will be desk-based.

3.2. Management

The exercise and the consultant will be managed by the A4ID/ROLE UK Monitoring and Evaluation Officer. Final approval of the report will be given by the ROLE UK Programme Manager.

3.3. Timeline, activities and deliverables

The exercise is to be undertaken in November 2020 with a report and post-hoc discussion to be delivered by **04 December 2020**. It is anticipated that this will be up to 2 days work.

<i>Timeline</i>	<i>Activities</i>	<i>Deliverable</i>
Week commencing the 23 November 2020	Meeting with the ROLE UK Programme team to clarify objectives and discuss the expectations in terms of review	/
	Desk based review of the paper	
	Consultant to submit review feedback report to the ROLE UK Programme	Commented copy of the Guide Feedback report with recommendations
Week commencing 30 November 2020	Meeting with A4ID Monitoring and Evaluation Officer to discuss the outcome of the review	

3.4. Outputs

This exercise of reviewing the Guide will result in providing:

- A reviewed copy of the Guide with reviewer comments throughout the document
- A separate feedback report including recommendations on each section of the Guide
- If required, a virtual meeting to discuss the outcome of the review

3.5 Consultancy fee

We propose to pay a single consultancy fee of £900 (based on 2 days work, at a rate of £450 per day) upon approval of the above outputs by the ROLE UK Programme Manager.

Please note that the fee quoted reflects that ROLE UK Programme is a publicly funded non-commercial venture.

4. Desired competencies

- Knowledge of the equality mainstreaming within organisations and social/international development, evidenced by work experience as an academic, a researcher or a consultant in this field
- Excellent research, analytical and written communication skills, attested by a list of publications.
- Degree at master's or PhD level in relevant subject area.
- An understanding and interest in the role of international legal pro bono work as a way of strengthening rule of law.

5. Application process

Deadline for submission of applications: **extended deadline – until 18 November 2020**

Applications are to be submitted to naomi.cantor@a4id.org (copied to roleuk@a4id.org) with the subject line "Equality Mainstreaming Guide" and to include:

- CV (maximum 3 pages)
- Your availability in November 2020
- A list of publications and an example of relevant previous written work
- Confirmation of accepting the above proposed fee
- Name and contact details of two referees

Proposals will be evaluated on the basis of relevance and level of experience and thus value for money and will be contacted by email.