

**Terms of Reference**  
**Spanish speaking GBV Expert and Trainer**  
**Spanish speaking SRHR Expert and Trainer**  
**Spanish and English speaking Gender Expert for the Development of a Manual**

**Background**

The Italian Association for Women in Development (AIDOS) is a non-governmental organisation working for women's rights, dignity and freedom of choice.

In the framework of the EU-funded project "Volunteers Capacities Matter", supported by EU Aid Volunteers initiative from ECHO and the EACEA, and led by NGO Movimiento por la Paz - MPDL (Spain), AIDOS is looking to cover the following positions for short-term consultations:

- Spanish speaking gender based violence expert and trainer;
- Spanish speaking sexual and reproductive health and rights expert and trainer;
- Spanish and English speaking gender expert for the development of a manual.

The project aims to enhance local organisations' capacity regarding an appropriate and efficient response to humanitarian crises from the protection perspective, while strengthening the management and promotion of hosting European volunteers.

In this framework, AIDOS is in charge of strengthening the capacities on gender based violence (GBV) and sexual and reproductive health and rights (SRHR) of 8 organisations from Colombia, Guatemala, Nicaragua and Jordan.

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Spanish speaking gender based violence expert and trainer

**Scope of Work and Specific Tasks**

Developing a training course on GBV in Spanish to be delivered face-to-face in Colombia and online to partner organisations in Guatemala and Nicaragua and providing inputs and contents for a manual.

Specifically, the expert shall:

- Prepare the training tools to be tested during the training, including factsheets, checklists, protocols, etc. on all forms of GBV considering the specific needs, legislative framework and context of each of the targeted countries and specifically tailored to support the work of the local organisations;
- Deliver a 5-days training in Colombia with a participatory approach and practical exercises;
- Deliver online trainings addressed to local organisations in Guatemala and Nicaragua in the form of webinars, conference calls, etc. (the platform to deliver such trainings will be provided by AIDOS);
- Provide remote assistance to the trained staff;
- Finalize the training tools taking into account feedbacks by the trainees received during both the training and the remote follow-up, as to be as user-friendly and complete as possible;

- Contribute to the production of the training manual with chapters on gender based violence and country specific information about Colombia, Guatemala and Nicaragua in liaison with the expert in charge of its development and finalisation.

### **Expected deliverables**

- Training tools
- A report on the delivered trainings
- Chapters of the manual

### **Required Skills and Experience**

- University degree in Social Science, Development or Women's studies (or relevant field)
- Proven experience in developing gender training tools, and delivering training on gender matters
- At least 3 years of work in the sector
- Ability to communicate ideas in a manner conducive to their practical application
- Proven verbal and written fluency in Spanish
- Must be able to travel to deliver trainings

## Spanish speaking sexual and reproductive health expert and trainer

### **Scope of Work and Specific Tasks**

Developing a training course on SRHR in Spanish to be delivered face-to-face in Colombia and online to partner organisations in Guatemala and Nicaragua and providing inputs and contents for a manual.

Specifically, the expert shall:

- Prepare the training tools to be tested during the training, including factsheets, checklists, protocols, etc. on SRHR considering the specific needs, legislative framework and context of each of the targeted countries and specifically tailored to support the work of the local organisations;
- Deliver a 5-days training in Colombia with a participatory approach and practical exercises;
- Deliver online trainings addressed to local organisations in Guatemala and Nicaragua in the form of webinars, conference calls, etc. (the platform to deliver such trainings will be provided by AIDOS);
- Provide remote assistance to the trained staff;
- Finalize the training tools taking into account feedbacks by the trainees received during both the training and the remote follow-up, as to be as user-friendly and complete as possible;
- Contribute to the production of the training manual with chapters on SRHR and country specific information about Colombia, Guatemala and Nicaragua in liaison with the expert in charge of its development and finalisation.

### **Expected deliverables**

- Training tools
- A report on the delivered trainings
- Chapters of the manual

## Required Skills and Experience

- University degree in Social Science, Development or Women's studies (or relevant field)
  - Proven experience in developing gender training tools, and delivering training on gender matters
  - At least 3 years of work in the sector
  - Ability to communicate ideas in a manner conducive to their practical application
  - Proven verbal and written fluency in Spanish
  - Must be able to travel to deliver trainings
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## Spanish speaking gender expert for the development of a manual

### Scope of Work and Specific Tasks

Developing a manual in Spanish on GBV and SRHR to be used by the partner organisations in Colombia, Guatemala, Nicaragua and Jordan as a tool for the practical implementation and self-evaluation of their activities.

Specifically, the expert shall:

- Prepare the outline of the manual, taking into considerations inputs and feedbacks from the experts involved in the trainings and technical assistance to the local partner organisations in Colombia, Guatemala, Nicaragua and Jordan
- Coordinate the work for the manual's chapters' development of all experts involved
- Finalize and edit the manual

### Expected deliverables

- Manual

## Required Skills and Experience

- University degree in Social Science, Development or Women's studies (or relevant field)
  - Proven experience in developing gender training tools and manuals
  - At least 3 years of work in the sector
  - Ability to writing and editing training materials
  - Proven verbal and written fluency in Spanish and good knowledge of English
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## How to Apply

Interested applicants must submit the following (either in Spanish, English or Italian) to [segreteria@aidos.it](mailto:segreteria@aidos.it) and refer to the title of the position in the subject by the 18<sup>th</sup> of June 2018:

- CV
- Proposed daily professional fee

Applicants are welcome to apply for more than one position.

Only shortlisted candidates will be contacted.

