



Oxfam is an international confederation of 18 organizations networked together in 94 countries, as part of a global movement for change, to build a future free from the injustice of poverty. Since 2009, the Oxfam confederation has accelerated its harmonisation process working towards 'one voice and one programme' in a single management structure.

Oxfam has a presence in Laos since the late 1980s, and works to deliver the country strategy that focuses on sustainable livelihoods, humanitarian assistance, governance and civil society, and gender and diversity.

Oxfam is currently looking for:

**CONSULTANCY for MIDTERM EVALUATION  
PROMOTING GENDER EQUALITY THROUGH THE RULE OF LAW AND GOOD  
GOVERNANCE**

The overall aim of the project is to *contribute to a situation in which women have the rights, capacity and opportunity to be safe from violence and enjoy their full and equal human rights.*

Together with its partners, Oxfam would like to conduct a midterm review in compliance with the design and workplan of the project. It is planned to be implemented after the project's second year of implementation and thus serves as the midterm review when most of the preparatory and enabling environment for the realization of the project's goals have been set and in-place. This midterm review specifically seeks to assess the progress of the project based on the project plan and existing reports. It further targets to identify operational issues, deliberate on the possible solutions and provide actual information to inform the project donors and stakeholders on the project track and its possible trajectory.

The primary audience of this review is the partners of the action and the EUD.

This review will be used as a tool to stimulate much needed greater effort in propelling the project, especially by the implementing partners. It will also contribute to the program development process of Oxfam country programme strategy in terms of collecting and solidifying learning to enhance expertise and inform future actions. The review will also serve as a tool for evidence-based influencing embedded in Oxfam's work.

**Specific Objectives:**

In line with the goals of the project:

- A. Enhance and promote the participation of CSOs in gender-related policy dialogue with government;
  - CSOs have increased capacity in CEDAW monitoring
  - CSOs have increased capacity to address the needs of women and ethnic minorities
  - CSOs are able to contribute to implementation of CEDAW and UPR
  
- B. Build a strong and vibrant women's movement comprising of women who are empowered individually and collectively to tackle the root causes of inequality and demand the full spectrum of their rights.
  - CSOs are actively engaged in the addressing issues of women's rights

- Women and girls are protected from GBV and empowered to exercise their rights

The review seeks to conduct '*process and outcome assessment*' specifically on the actual progress of implementation of the project as against its *goals and logical framework* –

*At the output level:*

The review will focus on the *sufficiency and propriety of inputs, e.g. trainings provided to the other civil society organizations* and movement building as against each of the result area; and the technical and organizational capacity of partners in delivering the expectations of the project;

*At the outcome level:*

Immediately, upon review of the gains and gaps at the output level, a quick perception of the outcomes based on the goals of the project can be made.

Relatively, depending on the results to be found, impact assessment is preferred to form part of this review , specifically, as regards to (1) the *degree of knowledge and skills of WROs to advocate for the promotion and protection of the rights of women including ethnic communities within the space of existing laws of the Government of Laos (GOL) in line with international human rights standards;* and (2) *the degree and effectiveness of the partnership made with the government instrumentalities in view of the space for demanding accountability from the government.*

This review will also try to observe *project and partnership management between partners.*

As much as the objectives of the review seems to be a detailed assessment, it is being stressed that this review would rather focus and puts impetus on *identifying and appraising lessons learned* and drawing practical recommendations for improvement in the project implementation. Also, critical analysis should be employed in determining whether there is a need for an extension of the project, at no cost. Most importantly, the review will try to dig in the findings in 3 perspectives – donor affiliate, implementing partner and national-level partners.

The specific objectives of the midterm review are:

- Appraise progress of the project against objectives and indicators, and identify areas for improvement; Provide recommendatory solutions (after a dialogue with the partners);
- Draw lessons learnt;
- Determine and forecast how the project will go and recommend what changes are needed to be able to achieve the objectives.

**III. Key Questions.** At the minimum, these points must answered and be the base information for the evaluation at the output and outcome level under the following elements.

- Capacity Building
- Engagement with the Government
- Movement Building
- Behavioural Change
- Project Management and Partnership<sup>1</sup>

- How are the partnerships and their effectiveness?
- What has and hasn't worked?
- What are the key enablers and barriers to implement project activities?
- What do we need to do to improve for implementing project activities?
- How can we sustain?
- What are the key learnings from the project – challenges? Solutions? Future strategies?

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<sup>1</sup> Between donors and between implementing partners and sub-partners.

- What are the recommendation for short term and long term?
- What factors do you consider to make us feel we can still continue working for the project? (apart from the funding).
- Have you trained the target groups on CEDAW, gender-sensitivity? If yes, what percentage of their membership?
- Do the target groups apply CEDAW in their work? Any proof?
- Have you done any participation to government-called dialogue? Consultation or meeting about UPR, CEDAW implementation? Or any other activity related to policy or development plan? If yes, what was your contribution?
- What activities or strategies have you prepared, doing or plan related to women and gender and human rights?
- Have you established a mechanism for the purpose of ensuring protection and promotion of human rights?
- Do you have regular coordination with government instrumentalities to be able to know opportunities for engagement with them?
- Do you have regular coordination with the target groups serving as channel of information exchanges for needs (technical support), collaboration and project implementation?

#### **IV. Purpose of the Consultancy Work**

The main objective of the Consultancy work is to conduct a midterm review of the project<sup>2</sup>. The consultant is expected to lead, facilitate and complete the entire review process and provide suggestions to this Terms of Reference as long as necessary / for the good of this undertaking.

#### **V. Scope of Work, Roles and Responsibilities**

The work will cover preparatory activities upon signing of the contract of consultancy until post-activities of the midterm review.

1. Oxfam:
  - 1.1. Prepare the Terms of Reference of the Midterm Review;
  - 1.2. Prepare all the necessary documents of the project for desk review;
  - 1.3. Coordinate with the implementing partners and all other stakeholders that must be involved in this midterm review;
  - 1.4. Prepare Contract for Consultancy;
  - 1.5. Provide the funding for the conduct of activity to cover administrative-logistical costs and operational costs;
  - 1.6. Assign a contact person for this coordination; and
  - 1.7. Maintain monitoring and communication with the consultant on all matters related to this midterm review.

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#### <sup>2</sup> Background:

Promoting Gender Equality Through the Rule of Law and Good Governance is a 3-year project funded by EU (EIDHR). Its overall goal is contribute to a state where women have capacity and opportunity to be *free from violence* and fully enjoy their rights on the basis of equality with men. Toward such goal, Oxfam, in consultation with GDA and ADWLE (as implementing partners), designed the project to employ multi-level approach of influencing, i.e. duty-bearers (government and CSOs), rights-holders (community) and other strategic actors such academe and law practitioner. Hence, it has the following target groups: CSOs, Village Mediation Units, NUoL, Champassak, Lao Bar Association, Provincial Authorities and communities in Mad and Xaythany District. Activities are: capacity building on CEDAW (as a factor in UPR), partnership building, integration of gender in curriculum, information dissemination, data collection, special training for village mediation units.

## 2. Consultant:

### Midterm Review Scope and Design Development -

- 2.1. Design and identify resources needed for the conduct of the midterm review;
- 2.2. Design meetings and or/ workshops as needed in this midterm review<sup>3</sup>;
- 2.3. Document all processes and results of the midterm review;
- 2.4. Discuss the results in a meeting with Oxfam and partners; and
- 2.5. Draft templates, tools, forms as will be necessary in this midterm review.

### Coordination -

- 2.6. Inform Oxfam, at least 1 week in advance, for all matters related to this midterm review in all stages;
- 2.7. Coordinate and conduct meetings with the partners as may be necessary;

### Facilitation -

- 2.8. Facilitate meetings and or/ workshops as needed in this midterm review;

### Resource –

- 2.9. Act as resource person/s on certain parts of review as may be necessary
- 2.10. Provide inputs and share insights

### Reporting –

- 2.11. Produce an evaluation report and submit to Oxfam an advance draft;
- 2.12. Submit status reports on the stage of review as may be necessary through written or electronic means;
- 2.13. Submit revisions/answers as they arise until after the review by Oxfam of the drafts and final evaluation report.

### **More information and application procedure:**

For further information, please refer to the website: [www.directoryofngos.org](http://www.directoryofngos.org) and go to Directory News/Job Openings.

Are you interested in this position? Send your application in writing, including a motivation letter and curriculum vitae no later than **20 November 2016** to

[Cherry.maec.tadeo.cunanan@oxfamnovib.nl](mailto:Cherry.maec.tadeo.cunanan@oxfamnovib.nl) with cc to [hr.laos@oxfamsol.be](mailto:hr.laos@oxfamsol.be)

### **We promote diversity and practice equity**

**Persons coming from marginalized and vulnerable groups are particularly encouraged to apply**

**Only short-listed applicants will be contacted for a personal interview**

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<sup>3</sup> It is highly encouraged that the consultant also meets the partners in addition to the desk review of the accomplishments and project documents.