



**Terms of Reference
Expert consultant/advisor for Gender Equality & Empowerment**

January 11, 2019

1. Background

IDH Sustainable Trade Initiative (“IDH”) accelerates and up-scales sustainable trade by building impact oriented coalitions of front running companies, civil society, governments, knowledge institutions and other stakeholders in several commodity sectors. We convene the interests, strengths and knowledge of public and private partners in sustainability commodity programs that aim to mainstream international and domestic commodity markets. We jointly formulate strategic intervention plans with public and private partners and we co-invest with partners in activities that generate public goods.

2. IDH & gender

IDH considers gender equality both a key driver and concern for sustainability. In all sectors IDH works in, women play a role in the supply chain. However, often they have fewer opportunities to progression and are more vulnerable to exploitation. Therefore, we strive to ensure gender equality and empowerment in global supply chains through building coalitions of public-private partners around a common strategy. Gender is a key impact theme in IDH’s 2016-2020 Strategic Plan, in which we set out to embed gender equality into our transformation strategy.

For the Gender Equality & Empowerment impact theme, IDH is looking for a consultant to strengthen our learning agenda on gender and positioning, as well as building IDH internal capacity.

3. Objectives of the assignment

The overall objective of this assignment is to support IDH in strengthening & implementing a learning & innovation agenda for gender, with the following specific objectives:

- I. Strengthening **learning & innovation agenda** in gender to ensure positioning of IDH to gain a “thought leader” position, resulting in concrete prototypes and innovations in which IDH and its partners invest in.
- II. **Strategize** next steps for the gender equality & empowerment impact theme, by providing a briefing paper on key strategic areas **beyond 2020**.
- III. Building and further strengthening of **IDH’ internal capacity** on addressing gender issues in a business-smart way.

4. Method of work

The consultant will work 2 – 2,5 days per week in close cooperation with the Impact Lead and Program Officer for Gender Equality & Empowerment of the Learning & Innovation team for a period of 6 months initially. There will be weekly status report meetings with the team. Additionally, once per month, the consultant will be in Utrecht to have face to face meetings with team members. When relevant, the consultant will participate in external events and represent IDH where needed to promote the advancement of tangible partnerships.



5. Concrete activities & deliverables

The following outputs will be delivered:

I. Strengthening learning & innovation agenda in gender to ensure positioning of IDH to gain a “thought leader” position, resulting in concrete prototypes and innovations in which IDH and its partners invest in.
a) IDH position paper incl. our value proposition for gender
b) An overview & recommendations on innovation areas identified for IDH programs & landscapes on gender
c) Provide advise & expertise to IDH programs and landscapes on integrating gender into our value chain approach, both in agricultural and manufacturing sectors.
d) Engage & convene partners and identify key stakeholders to strengthen IDH’s position on convener on this topic.
II. Strategize next steps for the gender equality & empowerment impact theme, by providing a briefing paper on key strategic areas beyond 2020 .
e) Strategy briefing paper with long-term vision on gender on where there is most energy to test innovations, distract key insights, with which key players and on which topics.
III. Building and further strengthening of IDH’ internal capacity on addressing gender issues in a business-smart way.
f) Develop a capacity building plan for IDH internally to increase and deepen knowledge on gender across IDH including a way to measure progress and performance. Part of the capacity building plan will be an internal training module/e-learning tool for IDH staff to further built knowledge on gender in relevant aspects of our work.

6. Consultant/Consultancy profile

For this assignment, IDH is looking for an independent and credible consultant or research team.

Experience/knowledge	<ul style="list-style-type: none"> • Private sector experience • Relevant network & experience with integrating gender in business & supply chain approaches providing gender smart business solutions (preferably experience in both agricultural & manufacturing sectors); • Experience with implementing an innovation agenda • Experience with convening different type of stakeholders to create buy-in for the innovation agenda
People	<ul style="list-style-type: none"> • Working knowledge of English language; • Strong analytical skills to quickly assess opportunities and understanding of different dynamics in IDH’ working area • Strong communication skills to explain details to non-expert people • Strong coaching skills • A track record of similar work and previous working experience



7. Proposal guidelines and timeline

Proposal guidelines

In the proposal, please provide the following:

- A succinct, well-documented approach;
- Inclusion of a budget with a break-down of working days/rate per consultant and other anticipated expenses such as travel;
- References and sample of previous work.

8. Proposal submission & contact details

Consultants are invited to submit their proposals before **11 February COB** to Judith Fraats – impact lead gender & program manager tea (fraats@idhtrade.org).

For more background information please see [IDH](#) and [IDH & Gender](#).