**Inclusive Legislatures for Gender-Responsive Policies**

**National Consultant (Kenya)**

**TERMS OF REFERENCE**

**Enhancing the Capacity of Female MPs on Debating during the lawmaking process**

**LOCATION: KENYA[[1]](#footnote-1)**

**APPLICATION DEADLINE: 20th February 2024**

**AREA OF EXPERTISE: Debating Skills and Running Effective Parliamentary**

**Women’s Caucuses**

**Project Overview:**

Global Affairs Canada funded Inclusive Legislatures for Gender-Responsive Policies (ILGRP) project implemented in Ghana, Kenya and Togo aims at improving development outcomes and human rights. The project supports three partner parliaments and parliamentarians to consider the differential gender impacts of policies, laws, and budgets on the poorest and most marginalized populations, particularly women and girls. This project is a pioneer effort in providing support towards strengthening gender equality and inclusive Parliaments. The implementing organizations are the African Centre for Parliamentary Affairs (ACEPA) and Parliamentary Centre (PC).

As part of the implementation of the project and in partnership with the Parliament of Kenya, a set of initiatives and activities have been planned with the aim of increasing capacities of Parliamentary Staff, Members of Parliament and the legislature to be inclusive, gender sensitive, responsive in the law-making and budgeting processes.

To facilitate this, ILGRP project seeks a consultant in Kenya who would like to work in close collaboration with an International/Canadian consultant and with the ILGRP Team in Kenya and Canada to provide capacity enhancement sessions for women MPs from the Parliament of Kenya, aimed at **strengthening the capacities of women MPs and caucuses on effective parliamentary debating skills and running effective women caucuses.** The successful candidate will work closely with the ILGRP Team especially the teams in Kenya and Canada within the period February 5th to 20th March 2024

**Objective of the activity:**

The objective of the assignment is to enhance parliamentary debating skills of women MPs and caucuses especially during the lawmaking process, through practical training sessions and provide support to promote the effectiveness of women's caucuses of the Parliament of Kenya through practical experience on formulation and/or amendment, scrutiny and debating of legislation. Specifically, the successful consultant will:

* Tools development on debating techniques
* Provide training and practical sessions to the women MPs and caucuses on debating techniques aimed at skills development.
* Support women MPs and caucuses to prepare for their engagements in the peer exchange sessions/ forum
* Support the peer exchange sessions
* Support women MPs and caucuses to enhance the effectiveness of their caucuses

**Scope of Work and Deliverables:**

The National consultant in Kenya will work in close collaboration with the Canadian/International Consultant and with the ILGRP Teams, to provide specific services/deliverables as described below.

**Key Tasks include**:

Provide the Kenyan context and collaborate with the International/Canadian consultant in the design/review of the debating skills training materials (PPT with notes and related documentation for training) and the tools in gender responsive debating using current legislations - notes and other training materials for training the women’s caucus on debating techniques, tools and skills development.

The national consultant will work closely with the Canadian consultant and ILGRP teams to support women MPs and caucuses to prepare for their engagements in the peer exchange sessions/ forum as well as to enhance the effectiveness of their caucuses.

**Activities 1211.2**

**Training and Practice: Provide introductory and follow-up training sessions on debating techniques/tools and skills development - using current draft laws.**

* Conduct training and practical session on gender sensitive debating techniques and skills using the revised tools and current pieces of legislation at the Committee stage and Plenary of Parliament
* Support parliament of Kenya women MPs and their caucuses to develop gender responsive debating speaking points using current legislation to be considered at the Committee stage and the committee of the whole House (Plenary).
* Support women MPs and caucuses to prepare for their engagements in the peer exchange sessions/ forum
* Support women MPs and caucuses to enhance the effectiveness of their caucuses
* Participate in post-activity debrief sessions and preparation of reports

**Outputs and Deliverables**

***Deliverable A - Development of training materials***

1. Revise/develop training materials/tools/checklists (PPT with notes and related documentation for training included) for the training sessions as indicated in the scope of work

***Deliverable B- Delivery of training and practical sessions***

1. Training and practical sessions on gender responsive debating skills to inform at least 2 on-going draft legislation
2. Practice and Peer exchange sessions on effective women's caucuses/debating skills held

***Deliverable C - identify and sharing of Best practices***

1. Document key gender concerns when developing gender responsive legislation in the Kenyan context;
2. Best practices and lessons learnt in gender sensitive debating documented
3. Contribute to the regional peer exchanges/ forums on debating skills and effective caucuses

***Deliverable D - Report submission***

1. Lead in the writing reports (one per activity) including activity evaluations per training.
2. Lead the finalization of reports (one per activity) (including post activity evaluations- per training).

**Duration of assignment and Level of Effort:**

The consultant is expected to devote Seven days (7) days (52.5 hrs) to the project, to be undertaken (date to be confirmed) in between February and March 20th, 2024.

**Required qualifications and experience:**

* University degree, “Masters or PhD” in social sciences, economics, Law, gender studies, International relations, Public Affairs or Politics or related fields;
* At least five (5) years experience in gender responsive debating, analysis, law making and research;
* Demonstrate a solid knowledge of gender and inclusion issues in Kenya and parliamentary processes
* Experienced in Kenya legislative process and is constantly engaging with parliamentary senior administration, Senators and MPs parliamentary Committees, caucuses or bipartisan engagements would be an asset.
* Experienced in debating skills, development of tools/ manual and is constantly engaging with MPs and parliamentary caucuses and women rights groups/organizations.
* Have analytical skills and good ability to dialogue;
* Demonstrate a strong capacity for team management, workshop facilitation and work in a multi-stakeholder and multicultural context;
* Have proven communication, report writing and presentation skills (oral and written English);
* Experience working with the Parliament would be an asset.

**Skills:**

* Have very good writing and communication skills in the English language;
* Ability to analyze and synthesize;
* Meet commitments;
* Capacity for innovation;
* Good team spirit;
* Sense of responsibility;
* Assume all responsibilities and honor commitments;
* Compliance with professional technical standards and quality;
* Be immediately available.

**Application file:**

Applications must include:

* A letter of application addressed to ACEPA;
* An updated copy of curriculum vitae (CV);
* A financial offer (daily rate);
* Technical proposal detailing the understanding of the task and the methodology to be used; Samples of previous assignments (where applicable)

**Application Process**

The completed applications must be sent by email no later than **20th February 2024** at 17:00 pm EAT should be sent to *priscillah.mungai@acepa-africa.org; w*ith the email subject reading***"Gender consultant –*  on gender responsive law making and Debating Skills”***.*

 This TOR represents the requirements for an open and competitive process. If you have any questions, please send an email to [ellyjoy.masila@acepa-africa.org](mailto:ellyjoy.masila@acepa-africa.org) and jeniffer.githegi[@acepa-africa.org](mailto:ellyjoy.masila@acepa-africa.org)

***NB: applications from females are strongly encouraged.***

1. *ILGRP Y2 Kenya – Debating Skills and Running Effective Parliamentary Women’s Caucuses - Activity 1211.2*  [↑](#footnote-ref-1)