

## **Inclusive Legislatures for Gender-Responsive Policies National Consultant (Ghana)**

### **Terms of Reference**

**Assignment:** Analysis of practical experiences on initiating, scrutinizing, amending, and passing of inclusive and gender-responsive draft laws and oversight of the executive branch

**LOCATION:** Ghana  
**APPLICATION DEADLINE:** 25<sup>th</sup> March 2024  
**AREA OF EXPERTISE:** Gender Lawmaking and Parliamentary Oversight Work

#### **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 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 the strengthening of Parliaments on inclusiveness and gender equality issues. The implementing organizations are the African Centre for Parliamentary Affairs (ACEPA) and Parliamentary Centre (PC).

As part of the implementation of the project in Ghana and in partnership with the Parliament of Ghana, 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 and responsive in the law-making, budgeting processes and in the performance of its mandate. One of the activities is to analysis practical experiences of Parliament in initiating, scrutinizing, amending, and passing inclusive and gender-responsive draft laws and in the oversight of the executive branch.

To facilitate this, ILGRP project seeks a consultant in Ghana who would like to work in close collaboration with the ILGRP Team to analyze practical experience in law making and in the oversight of the executive branch.

#### **Objective and Description of the Assignment:**

The objective of the assignment is to

- Analyse practical experiences on initiating, scrutinizing, amending, and passing of inclusive and gender-responsive draft laws.

- Analyse practical experience on oversight of the executive branch and formulation of best practices and lessons learned.

### **Scope of Work:**

Working in collaboration with the ILGRP Team in Ghana the successful consultant will provide specific services/tasks/deliverables as described below:

#### **A] Analysis of practical experiences on initiating, scrutinizing, amending, and passing of inclusive and gender-responsive draft laws. (1214.1)**

The consultant is expected to:

- Develop methodological process to undertake an analysis on initiating, scrutinizing, amending, and passing inclusive and gender – responsive laws.
- Conduct analysis of practical experiences
- Produce the report

#### **B] Analysis of practical experiences in the oversight of the executive branch and formulation of best practices and lessons learned (1222.1)**

Specifically, the consultant is expected to:

- Develop a technical methodological process to undertake analysis in the oversight of the executive branch
- Conduct analysis of practical experiences in oversight of the executive branch
- Produce a report

### **Outputs and Deliverables:**

1. Technical methodological process developed to undertake an analysis of practical experiences of the oversight of the executive branch
2. Technical methodological process to undertake an analysis in initiating scrutinizing, amending, and passing inclusive and gender – responsive laws
3. Reports on the Analysis of practical experiences in oversight of the executive branch
4. Reports on the Analysis of practical experience of gender – responsive laws

### **Duration of Assignment:**

The consultant is expected to provide short term service from 25<sup>th</sup> March to 31<sup>st</sup> March 2024 for 2.5 days/18.75hours.

**Required qualifications and experience:**

- University degree, Masters/and or a doctorate in social sciences, law, Public Affairs or Politics or related fields.
- Demonstrate a solid knowledge of gender and inclusion issues in Ghana;
- Demonstrate knowledge and experience Gender law making ;
- Have analytical skills and good ability to dialogue;
- Demonstrate a strong capacity for team management,
- and work in a multi-stakeholder and multicultural context;
- Have proven communication skills (oral and written);
- Experience working with the Parliament would be an asset.

**Skills:**

- Have very good writing and communication skills;
- 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);

Applications must be sent by email with the mention " **Gender Lawmaking and Parliamentary Oversight Work** " The application file must be sent no later than 25<sup>th</sup> March 2024 at 12:00 GMT to the following address: [agnes.titriku@acepa-africa.org](mailto:agnes.titriku@acepa-africa.org). If you have any questions, please send an email to [gifty.adika@acepa-africa.org](mailto:gifty.adika@acepa-africa.org) and [agnes.titriku@acepa-africa.org](mailto:agnes.titriku@acepa-africa.org)

***NB: Females are strongly encouraged to apply***