

## TERMS OF REFERENCE

### Project Coordinator

#### *Advancing the Rights of Women and Girls with Disabilities*

*Implemented by*

UNESCO Regional Office for Southern Africa, UNDP and UNFPA Zimbabwe Country Offices

### Background

Persons with disabilities in Zimbabwe constitute the most vulnerable population with women and girls bearing the brunt of discrimination due to their marginalized identities. The intersection of their gender and disability have rendered them uniquely vulnerable to numerous issues including poverty, abuse, and sexual exploitation. Access to healthcare especially sexual reproductive health is a key concern. Moreover, despite their heightened vulnerability to sexual violence and abuse, access to justice is restricted. The physical inaccessibility of court rooms, clinics, police stations, and other public service buildings coupled with the limited disability friendly knowledge, attitudes, and skill sets among healthcare and justice practitioners is a critical factor contributing to women and girls continued vulnerability and marginal status. Beyond access to public services, women and girls with disabilities are victimized by negative cultural values and perceptions. In many areas of Zimbabwe, they are perceived as a bad omen to their family and are often subjected to isolation.

Recognizing the plethora of challenges facing persons with disabilities, the Government of Zimbabwe ratified the UNCRPD in 2013. However, its implementation remains in a state of limbo. As of today, the country has a very weak coordinating mechanism with no national strategy or framework to implement the convention. Few steps have been taken by the government to promote, protect, or monitor the convention; in addition, line ministries have yet to develop disability inclusive policies to support the implementation of the convention and the role of CSOs in the implementation process remains unclear.

It is within this context that UNESCO, UNDP, and UNFPA in collaboration with UNICEF, UN WOMEN, and the Resident Coordinator's Office aim to support women and girls with disabilities in Zimbabwe. This will be achieved through a 2 year project titled: "*Advancing the Rights of Women and Girls with Disabilities in Zimbabwe.*" While three agencies will implement the proposed project, namely UNDP, UNESCO, and UNFPA, an advisory group consisting of UNICEF, UN Women, the implementing agencies, government, and Disabled Persons Organizations (DPOs) will be created to oversee its execution.

### **The objectives of the project are:**

- To amplify the voices of Zimbabwean women and girls with disabilities based on evidence supported needs, aspirations, and priorities.
- To address the pervasive negative cultural norms.

- To advocate for improved response and prevention to Gender-Based Violence (GBV) and access to sexual reproductive health (SRH).
- To engender a human rights based approach to SRH service delivery and access to justice, all of which will advance CRPD articles 6, 8, 13, 23, and 25.

*The 2 year project is expected to begin by January 2018.*

## **Purpose of the Assignment**

Under the direct supervision of the UNESCO Regional Office for Southern Africa (ROSA) Social Human Sciences Programme Specialist, and in close collaboration with UNDP and UNFPA Zimbabwe Country Offices, the Project Coordinator will be responsible for coordinating all related activities and resources in support of the project planning, implementation, and evaluation. The Coordinator will work closely with the co-implementing agencies (UNDP and UNFPA) as well as the Advisory Group in order to ensure the quality and relevance of all project documents, decisions, activities, implementation arrangements, and deadlines.

## **Duties and Responsibilities**

The Project Coordinator will carry out the following responsibilities:

- Ensure the day to day management of the project in consultation with the Programme Specialist, according to the implementation plans for each component and according to UNESCO's rules and regulations.
- Ensure that the project outputs are achieved as identified in the proposal and as advised and instructed by the Advisory Group.
- Identify necessary action for the current and follow-up activities and draft the project implementation plan, ensuring compliance with the specific objectives of the project.
- Liaise with the programme specialists, participating UN agencies, and Disabled Persons Organizations (DPOs) in the planning and management of the project and other project related activities.
- Organize, facilitate, participate in and follow-up with meetings with the participating UN agencies, DPOs, and other partners as necessary and ensure proper and timely UNESCO accountability and interface, keep records and follow-up on recommendations and agreements.
- Follow up with the Advisory Group of the project, participate and document all its meetings, and assist in the implementation, management and monitoring of the project based on the recommendations and directions of the Group.
- Coordinate the planning and organizing of workshops and meetings, field visits, research studies or other activities related to the implementation of the project.
- Ensure proper follow up of the project, write periodic project status reports required by UNPRPD (the donor) and UNESCO, assist in programme analysis and maintain comprehensive project related records, including financial statements.

- Assist in the development of an appropriate communication and information strategy to support and/or advocate programme development, in line with the Donor's and UNESCO's strategy to ensure the visibility of the project and ensure accountability.
- Perform any other duties, relevant to the project, as required.

## **Qualifications and Competencies**

- Holder of a Master's degree in a relevant discipline (development, human rights, social sciences, etc).
- Strong knowledge of contemporary development issues nationally and globally especially on disability rights, sexual and reproductive health and rights, HRBA, access to justice, and national and global planning frameworks (UNCRC, SDGs and Zim Asset).
- In-depth knowledge of national frameworks for addressing disability issues
- Demonstrated ability to work in a multicultural environment
- A minimum of 5 years of experience working in the field of disability rights and/or gender mainstreaming in Zimbabwe.
- A strong working experience of project management and research.
- Strong analytical understanding of issues, challenges and opportunities related to disability and women rights in the Zimbabwe and the southern African region.
- Demonstrated knowledge and experience in analyzing and interpreting related quantitative and qualitative information, accessing data bases, presenting data, writing reports.
- High proficiency in English (spoken and written) is a prerequisite.
- Fluency in any one of the 15 Constitutional languages is an asset.
- Good interpersonal skills

## **Duration of the Contract**

The contract will be for an initial period of 1 year with possibility of renewal subject to satisfactory performance and availability of funds.

## **Remuneration**

The Project Coordinator will be offered a monthly salary of up to 2,200 USD based on level of relevant work experience.

**Interested candidates should send a CV and cover letter to describe interest and relevance to the position to the UNESCO Regional Office for Southern Africa at [SHS.harare@unesco.org](mailto:SHS.harare@unesco.org) and [vacancies.harare@unesco.org](mailto:vacancies.harare@unesco.org) by the 3<sup>rd</sup> of January 2018.**