

Contractor Application – Terms of Reference

Consultancy to Support Global Efforts on Gender Equality

Applications must address all of the requirements of the Terms of Reference, and include all of the information/documents requested at Section 3.

1. Background

Gender equality and women's rights are under attack and subject to extreme polarization. Regressive attempts against women's rights, sustainable development, and the 2030 Agenda is leading to fragmenting multilateralism designed to address these very same issues.

Overview of the engagement:

This consultancy will contribute to enhancing the international effort of actors who wish to advance gender equality and move forward the agenda.

2. Scope of work and expected deliverables

Task 1:

Conduct Consultations and Provide Concrete Recommendations

- Consult with members of existing initiatives, and eventually relevant partners (UN entities, civil society organizations and feminist movements).
- Assess and identify potential structure modalities to scale its action.
- Analyze existing initiatives to identify relevant lessons, synergies, and best practices, and to scale up action in response to anti-gender backlash.
- Provide concrete, tailored recommendations for structuring the actions of stakeholders working for gender equality, including governance mechanisms and membership criteria.

Deliverable 1:

A **report containing recommendations**, integrating insights from consultations and comparative analysis.

Due date: Beginning of September 2025

Task 2:

Develop Terms of Reference (structure modalities) for a Potential Secretariat

- Assess the current objectives, achievements, and challenges.
- Propose structure and governance modalities for a potential secretariat, including governance, operational modalities, staffing needs, and resource requirements.
- Outline the roles and responsibilities of the secretariat to support the group's objectives.

Deliverable 2:

Draft Terms of Reference for a potential secretariat.

Due date: Mid-September 2025

Task 3:

Organize and Support an In-Person Meeting during the Ministerial Conference

- Plan and coordinate an **in-person meeting** at the Ministerial Conference on Feminist Foreign Policies in **October 2025 in Paris**.

- Present the consultancy findings and deliverables during the meeting.
- Facilitate dialogue among participants to validate the proposed recommendations and secretariat ToR.

Deliverable 3: A successfully **organized and facilitated in-person meeting** in Paris, with presentation materials and a summary report of discussions.

Event date: October 27-28 2025

Task 4:

Provide immediate follow up to the meeting

Deliverable 4: Meeting report and action/work plan

Due date: November 2025

Commencement date: Contractor services to commence 8 August 2025

Anticipated completion date: Contractor services should be completed by 30 November 2025

3. Submission of Proposal

Contract duration: Estimated up to 42 days of work from August 2025- November 2025.

To apply to this consultancy please send the following documentation to **Riva Eskinazi (Email: reskinazi@ippf.org)**:

1. CV that indicates their experience, capacity and capability to undertake the scope of work within the specified timeframe.
2. Insights on approach and methodology for this consultancy. Maximum 2 pages.
3. Proposed Budget: Please indicate daily rate and number of days' work. Fees should exclude VAT.

Please apply by 8 August 2025.