



## **REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL SELECTION)**

**REPUBLIC OF LIBERIA  
MINISTRY OF GENDER, CHILDREN AND SOCIAL PROTECTION  
LIBERIA WOMEN EMPOWERMENT PROJECT  
LOAN No. IDA- 7168-LR  
GRANT No. IDA- E-0910-LR**

**CONSULTANCY SERVICES FOR THE PROVISION OF INDIVIDUAL CONSULTANT  
AS CAPACITY BUILDING TECHNICAL CONSULTANT UNDER THE LIBERIA  
WOMEN EMPOWERMENT PROJECT**

**REFERENCE NO: LR-MOGCSP-388670-CS-INDV**

This request for expressions of interest follows the General Procurement Notice for this project that was published on June 6, 2023.

The Government of Liberia has received a Credit in the amount of US\$26.8 million and Grant in the amount of 17.8 million from the World Bank towards the cost of the Liberia Women Empowerment Project, and it intends to apply part of the proceeds towards eligible payments for **Consulting Services for Provision of Capacity Building Technical Consultant Under the Liberia Women Empowerment Project.**

### **1. OBJECTIVE OF THE ASSIGNMENT**

The Capacity Building Technical consultant will design a capacity building program with supporting modules for enhancing the capacity of MGCSP technical staff on women's empowerment and gender-based violence issues especially on the development, implementation, and monitoring of gender-based programs, plans and policies. The consultant will work closely with the PMU especially M&E officer, M& E consultant, communication officer and women empowerment director of the Ministry of Gender, Children and social Protection. The consultant will also provide technical assistance to MGCSP in coordination with other relevant Ministries, and their capacity strengthening on key gender policies and programs.

2. The Ministry of Gender, Children and Social Protection now invites eligible individual consultants to indicate their interest in providing the required Services for the Liberia Women Empowerment Project. Interested Consultants should provide information demonstrating that they have the required qualification and experience to perform the Services by submitting a **cover letter** and **updated CV**. See qualification and experience criteria below:

3. **QUALIFICATION AND EXPERIENCE**

- A Minimum of Master Degree in Social Sciences or other related discipline.

**Minimum Experience**

- At least 15 years of relevant experience with at least 3 years directly in capacity building, training, designing & organization and curriculum development and other training related interventions on gender and women's empowerment with World Bank or other international organization.
- Experience in capacity building and providing high level advice on development and M&E programs, plans, and policies on women's empowerment and gender- based violence.
- Substantial experience working on Gender related issues especially in designing, and monitoring programs, plans and policies, and familiar with the management and administrative system of World Bank or other international organizations.
- Experience in usage of computers and relevant office software packages.

**GENERAL INFORMATION**

- a. This assignment covers an initial period of twelve (12) months December 1, 2023 to December 31, 2024. Based on an assessment of the Capacity Building Technical Consultant performance, the assignment may be extended beyond December 2024.
- b. The Ministry of Gender, Children and Social Protection through the Liberia Women Empowerment Project, is a gender sensitive institution. Females are encouraged to apply;
- c. Only shortlisted candidates will be contacted for the selection process.

The Applicable guideline for this recruitment is: ***Procurement Regulations for IPF Borrowers (Procurement in Investment Project Financing-Goods, Works, Non-Consulting and Consulting Services: July 1, 2016. Revised November 2020)*** Selection will be done using the Individual Consultancy Selection Method using the following link below:

<http://pubdocs.worldbank.org/en/178331533065871195/Procurement-Regulations.pdf>

Further information can be obtained at the address below during office hours 0900 to 1600 hours.

Expressions of interest must be delivered in a written form to the address below (in person, by e-mail) by **16:00 GMT** on or before November 27, 2023. **Envelopes or subject of emails must be marked “Ref: EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES FOR THE PROVISION OF CAPACITY BUILDING TECHNICAL CONSULTANT UNDER THE LIBERIA WOMEN EMPOWERMENT PROJECT”.**

Ministry of Gender Children and Social Protection  
EJS Ministerial Complex  
Congo Town, Montserrado County  
Monrovia, Liberia  
Attention: Human Resource Department  
Tel: +231(0)770-115-545  
Email: [mgcsp@mgcsp.gov.lr](mailto:mgcsp@mgcsp.gov.lr) cc: [nigbamargaret8@gmail.com](mailto:nigbamargaret8@gmail.com)

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## TERMS OF REFERENCE (TOR) CAPACITY BUILDING TECHNICAL CONSULANT

### **Background:**

The Government of Liberia, through the Ministry of Gender, Children and Social Protection, has received support from the World Bank, for the implementation of the Liberia Women Empowerment Project (LWEP) in support of the Government of Liberia’s national development strategy: Pro-Poor Agenda for Prosperity and Development (PAPD). The Project Development Objective (PDO) is to reduce harmful social norms and improve livelihood opportunities for women in targeted areas/communities while strengthening the institutional capacity of the Government of Liberia to advance gender equality. The LWEP comprises of five components, namely: i) Addressing Social Norms and Mobilizing communities; ii): Enhancing basic Gender Based Violence (GBV) and Adolescent Sexual Reproductive Health (ASRH) services in Health and Education; iii) Promoting Resilience Livelihoods through community-led approaches; iv) Strengthening Public Institutions to advance gender equality; and v) Project Management, Monitoring and Evaluation, and Policy Dialogue. The project will also complement ongoing World Bank projects in Liberia that are building human capital and developing economic opportunities for women and girls while filling key gaps. The project will be implemented in 6 counties over 5 year’s period. In order to achieve the objectives of the LWEP, MGCSP has set up a Project Management Unit (PMU).

#### **4. OBJECTIVE OF THE ASSIGNMENT**

The Capacity Building Technical consultant will design a capacity building program with supporting modules for enhancing the capacity of MGCSP technical staff on women's empowerment and gender-based violence issues especially on the development, implementation, and monitoring of gender-based programs, plans and policies. The consultant will work closely with the PMU especially M&E officer, M& E consultant, communication officer and women empowerment director of the Ministry of Gender, Children and social Protection. The consultant will also provide technical assistance to MGCSP in coordination with other relevant Ministries, and their capacity strengthening on key gender policies and programs.

#### **5. QUALIFICATION AND EXPERIENCE**

Minimum Academic Professional Qualifications :

- A Minimum of Master Degree in Social Sciences or other related discipline.
- At least 15 years of relevant experience with at least 3 years directly in capacity building, training, designing & organization and curriculum development and other training related interventions on gender and women's empowerment with World Bank or other international organization.
- Experience in capacity building and providing high level advice on development and M&E programs, plans, and policies on women's empowerment and gender-based violence.
- Substantial experience working on Gender related issues especially in designing, and monitoring programs, plans and policies, and familiar with the management and administrative system of World Bank or other international organizations.
- Experience in usage of computers and relevant office software packages.

#### **Main Responsibilities:**

Specific responsibilities of the Capacity Building Technical consultant will include, but not limited to the following:

- **Capacity strengthening and technical assistance to relevant Ministries:**  
Conduct a broader review of the staffing and skills needs of MGCSP especially the women empowerment Division.

- Develop a capacity strengthening action plan to address capacity gaps of MGCSP especially the women Empowerment Division at the national and county level.
- The capacity strengthening action plan and shall be integrated with the strategy for the Implementation Support Plan (ISP) designed to enhance the capacity of the implementing agencies' technical areas.
- Support MGCPS in identifying and working on key policy reforms needed on the national level to improve gender equality.
- Provide technical assistance to MOA through MGCSP and support the design of quantitative and qualitative agricultural surveys with sex disaggregated data including the expansion of sex-disaggregated data collection processes to capture gender differentiated climate-risk metrics.
- Support the review and updating of the MOA Gender Policy and implementation and roll out of the updated MOA Gender strategy and Action Plan through training and monitoring toolkits for MOA, the cooperative Development Agency, related Ministries, Agencies, commissions (MACs) and non-governmental stakeholders.
- Enhance the capacity of MGCSP and other implementing agencies to develop a national program on women's empowerment and addressing gaps with long- term goal of inclusion of the program in governmental budget.
  
- **Support in Resource Mobilization:**  
Develop a Resource Mobilization strategic plan in coordination with MFDP (which leads the gender responsive planning and budgeting-GRPB process for GOL) with a focus on the development of linkages to sex-disaggregated data generation and GRPB, in coordination with M&E team
  
- Develop a strategic plan for the women Empowerment division and support the implementation of the plan.
- The capacity strengthening action plan and shall be integrated with the strategy for the Implementation Support Plan (ISP) designed to enhance the capacity of the implementing agencies' technical areas.
  
- The consultant will support MFDP and MGCSP to provide quarterly specialized training and capacity support to GRPB National Coordination Unit and the Aid Management and Coordination Unit (AMCU) at MFDP including other Gender and Social Inclusion Units. The objective will be to improve resource mobilization and coordination capacity of the respective units/MACs.
  
- **General**  
Participate in the Bank's missions, when required, including prior mission arrangements and providing all technical consultant information required by the missions in accordance with mission requirements, especially for reports related to the Implementation Support Plan (ISP), in coordination with PMU.

## **Abilities**

- Demonstrated ability to lead, plan, coordinate, supervise and manage a team.
- Demonstrated ability to achieve results within time and budget.
- Self-motivated professional with the ability to work under difficult conditions, and minimum supervision.

## **Skills**

- Excellent oral and written English.
- Proven strong analytical skills and relevant professional experience in conducting gender assessments.
- Computer literacy, especially Microsoft Office and proficient in computer applications related to the tasks.
- Excellent team building and interpersonal skills.
- Tolerant and culturally sensitive, knowledgeable in dealing with local environment.
- Strong networking skills and the ability to work with stakeholders from diverse backgrounds.
- Working knowledge of World Bank, Government, INGO and Civil Society.
- Must be familiar with women empowerment in Liberia.

## **Duration of Service**

- The Capacity Building technical consultant is to be hired for a period of one year with a renewable contract if performance is satisfactory. The services will be provided on a full-time basis.

## **Reporting Obligation**

- The Capacity Building technical consultant will report directly to the PMU Project Coordinator. The consultant is expected to be self-sufficient and conduct her/himself in the highest professional manner.

**WOMEN ARE HIGHLY ENCOURAGED TO APPLY!**