

Terms of Reference	
Type	Manager - Gender and Capacity Building
Division	Monitoring & Evaluation, Knowledge Management & Safeguards
Mode of employment	Contractual
Role	Gender and Capacity Building (SPIU)
Location	Aizawl (Mizoram)
Reports to	Joint Project Director – KM&C, Gender & Community Institution and Safeguards
Salary per month	Rs. 1,00,000/-
General description of task(s) and objectives to be achieved	
I. Background FOCUS 2.0 (Fostering Climate Resilient Upland Farming Systems) is a six-year, externally aided project supported by the United Nations - International Fund for Agricultural Development (IFAD). The project is designed to strengthen climate-resilient, market-led farming systems across all districts of Mizoram. Building on lessons learned from Phase 1, FOCUS 2.0 adopts a cluster-based approach (Zau) to enhance agricultural production and market access, ensuring that production is driven by market demand. FOCUS 2.0 promotes sustainable land use, integrated farming practices, and inclusive value chain development. The project emphasizes convergence with relevant government schemes and encourages deeper community engagement to build resilient livelihoods and drive equitable rural transformation. By adopting a market-led production system, the project aims to meet both local and national demands for agricultural products while ensuring climate resilience. The project is implemented by the Planning and Programme Implementation Department in Mizoram and focuses on facilitating transformative changes in the farming systems through innovative approaches and strategic partnerships. II. Overall objective of the role The Manager- Gender and Capacity Building will be overseeing the design and implementation of the project's overall Gender Equality and Social Inclusion strategy. The Manager will ensure that gender and social concerns are mainstreamed in project design, implementation, monitoring, and evaluation. The role requires close coordination with component leads, field teams, project partners, and external gender consultants. His/ Her core responsibility will include implementing planned gender and social inclusion activities, ensuring compliance with IFAD's Social Safeguards in project implementation, and incorporating the perspectives of women, youth, and ethnic groups in project periodic reports in line with IFAD's	

requirements.

III. Roles and responsibilities

A. Strategic Planning and Program Guidance

- Develop and implement the project's gender and social inclusion strategy and action plan that would provide a roadmap for incorporating gender and social concerns in project implementation, monitoring, and evaluation.
- Conduct a gender and social analysis of all sectoral interventions designed to be implemented in the project following IFAD's gender policy and social inclusion guidelines.
- Assist in the design and implementation of participatory methodologies to enhance the voice and agency of women, youth, ethnic minorities, and other marginalized groups.

B. Mainstreaming GESI in Project Activities

- Lead the implementation of Participatory Social and Resource Assessment for the beneficiary selection of the project in line with IFAD's poverty targeting and gender policy.
- Ensure participation of women, youth, and ethnic minorities in the Free, Prior, Informed Consent (FPIC) process in all project villages, safeguarding the interests of vulnerable communities.
- Hiring and managing consultants, following IFAD procurement norms, for conducting various gender and social inclusion studies, and training programs planned under the project.
- Ensure GESI mainstreaming in project components, including Zau promotion, livestock, market infrastructure, knowledge and capacity building, and value chains.
- Ensure periodic documentation and publication of best practices, and the achievement of project activities for project visibility and increased outreach.
- Organize a peer learning and sharing workshop for SPIU members on gender equality and social inclusion to discuss best practices, lessons learned.
- Organizing gender training projects for field teams to build their capacity on gender mainstreaming and social inclusion.

C. Capacity Building and Technical Support

- Manage and supervise the Assistant Manager- Gender and Social Inclusion at the DPIU level; provide them with technical support and continuous training to ensure last-mile project delivery.
- Support DPIU and field staff for organizing gender and social inclusion trainings for Community Resource Persons (CRPs) and women farmers.

- Organize a gender training program at the state level for sensitizing different component heads and the project management team, both SPIU and DPIU, on gender and social issues; developing a gender training module for use by DPIU in training of Community Resource Persons (CRPs) and women farmers.

D. Partnerships and Coordination

- Collaborating with key stakeholders, including the Directorate of Women and Child Department, the Directorate of Social Welfare, Mizoram Youth Commission, KVKs etc., for organizing sensitization projects for women and youth.
- Building alliances with civil society organizations, private stakeholders, and academic institutions on gender and inclusion activities.

E. Monitoring, Evaluation, and Learning

- Support the development of gender-sensitive indicators and contribute to the monitoring and evaluation framework.
- Ensure the collection and periodic reporting of gender disaggregated data as part of the project baseline, monitoring, and evaluation.
- Monitor GESI-related activities and prepare periodic progress reports, highlighting lessons learned and best practices.
- Organize routine field visits to verify the validity, accuracy, and completeness of gender disaggregated data and gather feedback from beneficiaries, especially women, youth, and ethnic minority groups, on the effectiveness and satisfaction with project interventions.
- Ensure gender mainstreaming assessment of the project as part of the project mid-term review to evaluate the project's success in mainstreaming gender concerns.

G. Risk Mitigation and Safeguards

- Identify and mitigate potential social risks, including gender-based violence (GBV), sexual harassment at the workplace, exclusion, and discrimination.
- Ensure integration and compliance with IFAD's Social, Environmental and Climate Assessment Procedures (SECAP), especially social safeguards across all project components.
- Support the implementation of social safeguards and grievance redressal mechanisms (GRM) to protect vulnerable project participants.

Qualifications and timeline

IV. Required qualifications and experience

Educational Background

- Master's degree in Gender Studies, Social Development, Sociology, Rural Development, or related fields.

Professional Experience

- A minimum of 5 years of experience in gender and social inclusion in development projects, preferably in agriculture or rural development.
- At least 3-5 years of field-level experience working directly with marginalized groups (women, indigenous people, youth, ethnic minorities, people with disabilities).
- Proven experience in mainstreaming GESI with multi-stakeholders in multi-lateral or bi-lateral funded projects.

Technical Competencies

- In-depth understanding of gender mainstreaming, social inclusion frameworks, participatory development approaches, and familiar with international concepts and frameworks regarding gender (SDG, CEDAW).
- Proven ability to conduct gender and social analysis, including power and vulnerability assessments.
- Experience in developing and implementing Gender and Social Inclusion Strategies, action plans, and monitoring frameworks.
- Strong skills in designing and delivering training and capacity building on gender equality, women's empowerment, disability inclusion, and social equity.

Cross-cutting Skills

- Knowledge of Result-Based Management and integrating gender sensitive-indicators into M &E systems.
- Excellent analytical and report writing skills for preparing project reports, policy briefs, and case studies.
- Demonstrated facilitation and interpersonal skills to work with diverse stakeholders, including government, civil society organizations, and private stakeholders.
- Ability to ensure GESI integration across sectors such as agriculture, natural resource management, livestock management, rural finance, and value chains.

Communication, Coordination, and Interpersonal Skills

- Proficiency in verbal and written communication skills in Mizo and English.
- Willingness and ability to travel frequently to rural project sites.
- Cultural sensitivity and ability to work in multi-ethnic, multicultural environments.

Desirable Attributes (Preferred)

- Experience working with IFAD, UN agencies, World Bank, or other multilateral or bilateral development agencies is highly desirable.
- Working knowledge of other ethnic tribe languages.
- Familiarity with IFAD's planning and reporting procedures.
- Preference will be given to candidates with prior experience in IFAD-supported projects in a similar capacity.

V. Duration and timeline

The position is envisaged for the entire project period. The selected candidate will be offered an initial contract of 1 year, which will be renewed depending on performance and continued need.