

TERMS OF REFERENCE **gender expert**

He/she will be under the direct supervision of the project manager, and will work in close collaboration with other project component coordinators. He/she will be responsible for the following activities:

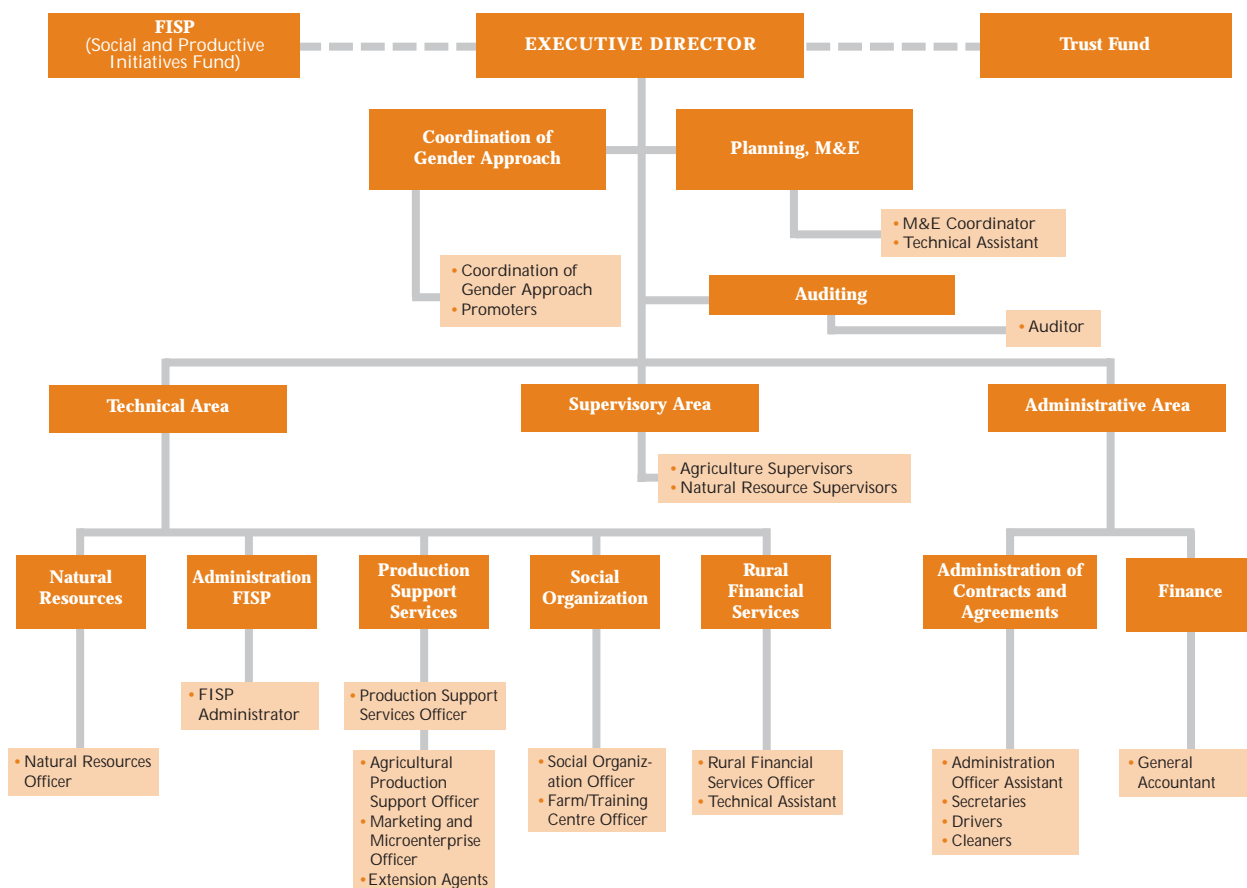
- support the design and implementation of a gender training programme targeted at users/ leaders/financial intermediaries/ innovative producers and providers of services;
- annual planning and follow-up of gender activities;
- supervise and monitor the incorporation of the gender

- approach in a cross-cutting manner in all project activities;
- support the development and implementation of a training programme for the Project Coordination Unit and the multidisciplinary technical teams;
 - coordinate, with the relevant institutions, the implementation of the literacy programme;
 - coordinate, with the local offices of the Ministry of Education, the introduction of an environmental education programme for schools, and the implementation of a training programme for teachers;
 - advise the project manager in all aspects related to gender;

- support the coordinators of the different project components and sub-components to design mechanisms which facilitate an equal participation of men and women beneficiaries;
- support the M&E Office in the identification of gender-sensitive indicators and the implementation of annual impact studies;
- provide methodological support to the social organization area so as to strengthen grassroots organizations.

Duration: six years.
Headquarters: San Vicente.

project coordination unit ORGANIGRAM



CONSOLIDATED action plans

Consolidated Action Plan for Strengthening and Mainstreaming Gender Issues in the Projects in Central America, Mexico and Panama (IFAD/RUTA).

ACTIVITIES	RESPONSIBLE
Complete workshop conclusions and prepare guidelines.	IFAD and RUTA
Provide projects and national authorities with gender guidelines.	IFAD
In coordination with country projects, gather together and list training and technical assistance requirements, applying a demand-driven approach in order to define priority areas.	Projects and RUTA
Prepare curricula which incorporate a gender approach for project courses.	RUTA
Identify national and regional consultants to participate in IFAD formulation, evaluation and supervision missions and provide them with training in IFAD's gender approach.	IFAD and RUTA
Draw-up the projects' Annual Operational Plans, ensuring that programmed activities incorporate a gender-orientated approach.	Projects, IFAD and RUTA
Incorporate gender sensitive indicators in M&E systems.	Projects, IFAD and RUTA
Institutionalize among projects a gender system for exchanging experiences on gender.	Projects and RUTA
Homogenize and systemize gender training-materials for their dissemination through FIDAMERICA and GEMA.	IFAD and RUTA
Document and systemize project experience and working methodologies with a gender focus.	Projects and RUTA

Consolidated Action Plan for Strengthening and Mainstreaming Gender Issues in the Projects that are Members of CIARA (IFAD/CIARA).

THEMES / ACTIVITIES	RESPONSIBLE
<p>Exchange of Experiences</p> <ul style="list-style-type: none"> ● Field visits for project staff. ● Project experience exchange to be conducted through the Internet. ● Technical assistance for gender disaggregated information. <p>Training</p> <ul style="list-style-type: none"> ● Training in gender issues for extension workers, NGOs, universities, etc. ● Training in productive systems and gender analysis. ● Training in the use of participatory methods with a gender focus. ● Technical Assistance for the formulation of gender training programmes. ● Develop expertise in gender aspects within CIARA. ● Training in gender for IFAD consultants and headquarter staff. <p>Monitoring and Evaluation</p> <ul style="list-style-type: none"> ● Assistance in the development of gender sensitive M&E systems and the identification of gender sensitive indicators. ● Workshop on gender sensitive M&E systems based on the experience of PROSALAFSA, Venezuela. ● Revision of the M&E document on the basis of project experience. <p>Special Activities</p> <ul style="list-style-type: none"> ● A series of workshops to exchange project experience from IFAD gender-focused projects with other projects and national institutions. ● Creation of a database providing examples of positive experiences from IFAD projects. ● Assistance in the reformulation and revision of gender mainstreaming strategies in IFAD project design. ● Consultancy for documenting and increasing the number of literacy programmes in IFAD projects, based on the experience of the CARC project in Ecuador. 	<p>PRODECOP, PRODAP, PROSALAFSA</p> <p>CARC, PROSALAFSA and Dominican Rep, IFAD, PADEMER, SARAGURO PPI, PRODECOP, PADEMER and CARC</p> <p>Projects</p> <p>Projects and IFAD/CIARA</p> <p>Projects Projects and IFAD/CIARA</p> <p>Projects and PROSGIP</p> <p>IFAD/CIARA IFAD</p> <p>Projects, PREVAL, IFAD/CIARA</p> <p>PREVAL, IFAD</p> <p>IFAD/PREVAL</p> <p>Projects</p> <p>IFAD/CIARA and FIDAMERICA</p> <p>Projects/PROSGIP</p> <p>Projects and IFAD/CIARA</p>

Consolidated Action Plan for Strengthening and Mainstreaming Gender Issues
in Projects in anglophone Caribbean countries (IFAD/CDB).

THEMES / ACTIVITIES	RESPONSIBLE
<p>Data Collection:</p> <ul style="list-style-type: none"> ● Implement or improve (revise) baseline surveys using a gender focus; ensure inclusion of gender sensitive data. ● Improve community profiles through the use of participatory rural appraisal and gender analysis. <p>Include Gender Issues in Start-Up Workshops.</p> <p>Training Activities:</p> <ul style="list-style-type: none"> ● Sensitize the project management staff, project steering committees and management committees on gender issues. ● Train M&E officers in identifying gender sensitive indicators. ● Train loan officers in rural credit as it relates to gender issues. ● Train technical service suppliers in gender analysis. ● Training of small business owners (men and women). ● Sensitizing community organizations on gender issues. <p>Monitoring and Evaluation:</p> <ul style="list-style-type: none"> ● Revise monitoring plans and systems in order to incorporate gender concerns. ● Identify and incorporate gender sensitive M&E indicators. ● Measure on a yearly basis the project's impact on gender inequities. <p>Project Management:</p> <ul style="list-style-type: none"> ● Inclusion of a gender specialist in project team. ● Ensure gender sensitivity in media coverage and project awareness campaigns. ● Ensure women's participation in the project decision-making process through the establishment of inter-agency linkages. 	<p>PMUs</p> <p>PMUs</p> <p>PMUs and IFAD/CDB</p> <p>CDB/IFAD</p> <p>CDB/IFAD</p> <p>CDB/IFAD and PMU PMU PMU PMU</p> <p>M & E Officers and PMU</p> <p>M & E Officers and PMU</p> <p>M & E Officers and PMU</p> <p>Project Steering Committee PMU</p> <p>PMU</p>

Consolidated Action Plan for Strengthening and Mainstreaming Gender Issues in the Projects that are Members of PROCASUR (IFAD/PROCASUR).

THEMES / ACTIVITIES	RESPONSIBLE
Training in gender issues.	PROSAT/PRONAPPA/MARENASS/ PRODERCO/PRODECOP/UNEPCA/ PRODESIB
Gender approach-oriented training in the identification of productive activities.	PROSAT/PRONAPPA/TRIPLE C
Gender approach-oriented strategic planning.	TRIPLE C/PRODAP/PRODECOP
Technical assistance to improve gender sensitive monitoring and evaluation systems and to define performance indicators.	PROSAT/PRODERNEA/TRIPLE C/ PRODERCO/PRODAP/UNEPCA/ PRODESIB/ PRONAPPA
Systematization of experiences.	PRODERNEA/PRODERCO/PRODAP
Technical assistance for the design of gender sensitive baseline studies.	TRIPLE C
Development of a methodology to evaluate the economic impact of gender aspects in productive projects.	PRODERNEA/PRONAPPA/PRODAP/ TRIPLE C/ PRODERCO
Development of a methodology to evaluate the social impact of gender aspects.	TRIPLE C
Adjustment of institutional relations in order to strengthen gender mainstreaming aspects in the project.	PRODARIEN/PRODESIB/PRODECOP

follow-up

PROVIDED BY COOPERATING INSTITUTIONS

ANDEAN DEVELOPMENT CORPORATION (CAF):

- Staff responsible for supervising projects are more aware of gender issues.
- Advances made by projects, and problems encountered in articulating a gender strategy are reflected in the supervision reports conducted by CAF staff.
- CAF has expressed interest in including gender experts in supervision missions for the purpose of strengthening gender mainstreaming.
- CAF was actively involved in the publication of a book on IFAD experiences in gender mainstreaming in Bolivia.

CARIBBEAN DEVELOPMENT BANK (CDB):

- The staff responsible for supervising projects are more aware of gender issues.
- Gender aspects are an important element in the CDBs strategy for social impact.

UNITED NATIONS OFFICE FOR PROJECT SERVICES (UNOPS):

- Generally speaking, UNOPS staff, who are responsible for project supervision, have become more aware of gender issues, taking these aspects into account in their missions, consultants' TOR and project supervision.
- The consultants involved in the implementation of PROSGIP have been invited by UNOPS to provide technical assistance in operationalizing gender strategies in some projects of the region.
- UNOPS promotes the exchange of project experience among the projects it supervises. For instance, staff from PROSERTAO (Brazil) visited PRODAP and PROCHALATE (El Salvador) to witness the experience on gender training and the M&E system.
- Gender experts are contracted to participate in project supervision missions and project launch workshops in order to strengthen gender mainstreaming.

PROVIDED BY THE REGIONAL PROGRAMMES

REGIONAL UNIT FOR TECHNICAL ASSISTANCE (RUTA):

- Staff of RUTA undertook follow-up missions to assist projects in defining priorities and actions to be taken.
- A questionnaire was shared with all projects in Central America, Mexico and Panama for the purpose of making an inventory on what projects have done so far with regard to their own particular plan of action.
- A second phase of the PROSGIP has been designed for this sub-region and is presently being implemented.

REGIONAL PROGRAMME FOR RURAL DEVELOPMENT TRAINING (PROCASUR):

- Throughout the year 2000, PROCASUR is planning to implement a programme for the training of ten experts (men and women) in gender issues. Also, PROCASUR will carry out long-distance training courses in gender issues (by means of virtual conferences, internet, etc.).
- PROCASUR has integrated the gender approach in its daily training activities, and will also offer a special training course in gender for its associated projects.

ANNEX 3

DOCUMENTS ON gender issues

PRODUCED WITHIN THE CONTEXT OF PROSGIP

FINAL REPORTS:

Report of the Programme for the Strengthening of Gender Issues in IFAD Projects for Central America, Panama and Mexico.

Latin America and the Caribbean Division and Regional Unit for Technical Assistance (RUTA), (available in English and Spanish) Costa Rica, December 1997.

Strengthening Gender Issues in Rural Development Workshop.

International Fund for Agricultural Development (IFAD) and the Caribbean Development Bank (CDB), (available in English and Spanish) Castries, Saint Lucia, 9-13 November 1998.

Summary Report on the Workshop for the Reinforcement of Gender Issues in IFAD's Project in the Countries Members of CIARA (PROSGIP).

International Fund for Agricultural Development (IFAD) and Foundation for Training and Applied Research on Agrarian Reform (CIARA), (available in English and Spanish) Santo Domingo, Dominican Republic, 8-13 June 1998.

Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR.

Fondo Internacional de Desarrollo Agrícola (FIDA) y el Programa Regional de Capacitación de Desarrollo Rural (PROCASUR) (available in Spanish). La Serena, Chile, 20-26 de junio 1999.

CASE STUDIES:

Acceso a los Recursos Productivos con Enfoque de Género.

Proyecto de Desarrollo de las Comunidades Rurales Marginadas de las Áreas Ixtleras de México. Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en Centroamérica, Panamá y México. Antigua, Guatemala, 7-11 de julio 1997.

Los Aspectos de Género y Capacitación del PRODAP. Proyecto de Desarrollo Agrícola para Pequeños Productores de la Región Paracentral (PRODAP). Departamento de Apoyo a la Participación de la Mujer (DAPM). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Capacitación con Enfoque de Género. Proyecto de Desarrollo Agrícola para Pequeños Productores de la Región Paracentral de El Salvador (PRODAP). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en Centroamérica, Panamá y México. Antigua, Guatemala, 7-11 de julio 1997.

Capacitación en el Enfoque de Género: Un Mecanismo para Facilitar la Participación Equitativa de Hombres y Mujeres en el Proyecto MARENASS. Manejo de Recursos Naturales en la Sierra Sur del Perú (MAARENASS). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Dos Experiencias Productivas y Sociales en el Uruguay.

Programa Nacional de Apoyo al Pequeño Productor Agropecuario (PRONAPPA). Unidad Ejecutora del Programa, Componente de Apoyo a la Producción, Subcomponente Área Mujer y Joven Rural. Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Estudios de la Asociación Regional Integral de Ganaderos de Camélidos Alto Andinos del Norte de La Paz (ISQANI).

Programa Regional de Camélidos Sudamericanos (PRORECA) y la Unidad Ejecutora del Proyecto Camélidos (UNEPCA). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Estrategia para Operacionalizar el Enfoque de Género y Equidad en el PRODAP.

Proyecto de Desarrollo Agrícola para Pequeños Productores de la Región Paracentral (PRODAP I y II). Departamento de Apoyo a la Participación de la Mujer (DAPM). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA. Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Gender? What is it, What is it not? Gender Analysis and Development Projects.

Violet Eudine Barriteau (IFAD/CDB Consultant). Regional Workshop on Strengthening Gender Issues in Rural Development. Castries, Saint Lucia, 9-13 November 1998.

Gender in Caribbean Development with Specific Emphasis on Agriculture and Rural Development. Christine Barrow, (IFAD/CDB Consultant). Regional Workshop on Strengthening Gender Issues in Rural Development. Castries, Saint Lucia, 9-13 November 1998.

Organización y Participación para la Toma de Decisiones con Enfoque de Género. Plan de Desarrollo Rural de la Región Occidente de Honduras (PLANDERO). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en Centroamérica, Panamá y México. Antigua, Guatemala; 7-11 de julio 1997.

Sistemas de Producción: Intervención Campesina con Enfoque de Género. Proyecto de Desarrollo Rural de la Sierra de los Cuchumatanes de Guatemala. Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en Centroamérica, Panamá y México. Antigua, Guatemala, 7-11 de julio 1997.

Transformando el Trabajo del Campo: La Experiencia de Capacitación en Género en un Programa de Desarrollo. Programa de Crédito y Apoyo Técnico para Pequeños Productores del Noreste Argentino (PNEA). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Recursos y Ventajas Socioeconómicas de AGROFLOR. Proyecto de Desarrollo para Comunidades Campesinas y Pequeños Productores de la IV Región (PRODECOP). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA. Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Sistema de Seguimiento y Evaluación con Enfoque de Género. PROSALAFSA, Venezuela. Proyecto de Apoyo a Pequeños Productores y Pescadores Artesanales de la Zona Semiárida de los Estados Lara y Falcón (PROSALAFSA). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

Género y Desarrollo Rural: Un Estudio de caso de la Cuenca Alta del Río Cañar, Ecuador. Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

BASELINE STUDIES AND GENDER GUIDELINES:

Lineamientos para Incorporar la Perspectiva de Género en Sistemas de Seguimiento y Evaluación. Valeria Budinich (Consultora FIDA). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA Asociados al PROCASUR. La Serena, Chile, 20-26 de junio 1999.

Sistema de Seguimiento y Evaluación con Enfoque de Género en los Proyectos de Desarrollo Rural. Lineamientos para Incorporar la Perspectiva de Género en Sistemas de Seguimiento y Evaluación. Valeria Budinich, (Consultora FIDA). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

Guidelines to Incorporate the Gender Perspective in Monitoring and Evaluation Systems. Valeria Budinich (IFAD Consultant). Regional Workshop on Strengthening Gender Issues in Rural Development. Castries, Saint Lucia, 9-13 November 1998.

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Situación de los Aspectos de Género en los Proyectos FIDA en Centroamérica, Panamá y México. Fondo Internacional de Desarrollo Agrícola y la Unidad Regional de Asistencia Técnica del Proyecto de Asistencia Técnica para el Desarrollo Agropecuario de América Central (RUTA III). Pilar Campaña (Consultora FIDA). Antigua, Guatemala, 7-11 de julio 1997.

Análisis de la Aplicación del Enfoque de Género en los Proyectos FIDA. Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

Mainstreaming Gender in IFAD and CDB Projects. A Review. Ingrid Schreuel (IFAD Consultant). Regional Workshop on Strengthening Gender Issues in Rural Development. Castries, Saint Lucia; 9-13 November 1998.

El Enfoque de Género en la Ejecución de los Proyectos FIDA Integrantes de PROCASUR. Pilar Campaña e Ingrid Schreuel (Consultoras del FIDA). Seminario-Taller para el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA. Asociados al PROCASUR. La Serena, Chile; 20-26 de junio 1999.

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Situación de las Mujeres Rurales Dominicanas. Rosa Rita Alvarez. - Mujeres en Desarrollo (MUDE). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

La Situación del Agro, las Políticas Agrarias y el Papel de los Campesinos en el Nuevo Desarrollo. Secretaría de Estado de Agricultura de la República Dominicana (SEA). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana; 8-13 de junio 1998.

Breve Descripción del Campesinado en los Valles de San Juan y Neyba, en la República Dominicana. Jan Lundius, (Consultor FIDA). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio, 1998.

Análisis y Perspectivas de la Participación Social y Económica de la Mujer Rural. Carmen Julia Gómez. Centro de Estudios Sociales y Demográficos (DESDEM). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

Programas y Políticas para la Mujer Rural de República Dominicana. Yris Rossi Quintana. Dirección General de Promoción de la Mujer (DGPM). Seminario-Taller sobre el Fortalecimiento de los Aspectos de Género en los Proyectos FIDA en los Países Miembros del CIARA. Santo Domingo, República Dominicana, 8-13 de junio 1998.

abbreviations and acronyms

CAF	Andean Development Corporation	PRODARIEN	Sustainable Agricultural Development and Environmental Protection Project for the Darien, Panama
CARC	Upper Basin of the Cañar River Rural Development Project, Ecuador	PRODECOP	Agricultural Development Project for Peasant Communities and Smallholders of the Fourth Region, Chile
CDB	Caribbean Development Bank	PRODERCO	Rural Development Project in the Central Eastern Region, Honduras
CIARA	Foundation for Training and Applied Research in Agrarian Reform	PRODERNEA	Rural Development Project for the North-Eastern Provinces, Argentina
FIDAMERICA ¹⁴	<i>Sistema de intercambio de información sobre los programas del FIDA a través de toda América Latina</i>	PRODERNOR	Rural Development Project for the North-Eastern Region, El Salvador
GAD	Gender and Development	PRODESIB	Sustainable Development Project by Beni Indigenous People, Bolivia
IFAD	International Fund for Agricultural and Development	PRONAPPA	National Smallholder Support Project, Uruguay
INDAP	National Institution for Agricultural Development	PROSALAFA	Support Project for Small Producers in the Semi-Arid Zones of Falcon and Lara States, Venezuela
IXTLERA	Development Project for Marginal Rural Communities in the Ixtlera Region, Mexico	PROSAT	Small Farmers Technical Assistance Services Project, Bolivia
LAC	Latin America and the Caribbean Division	PROSERTAO	Low-Income Family Support Project in the Semi-Arid Region of Sergipe State, Brazil
M&E	Monitoring and Evaluation	PROSGIP	Programme for the Strengthening of Gender Issues in IFAD Projects
MARENASS	Management of Natural Resources in the Southern Highlands Project, Peru	PSC	Project Steering Committee
NGO	Non-Governmental Organizations	RUTA	Regional Unit for Technical Assistance
PADEMER	Rural Microenterprise Development Programme, Colombia	RUTA III	Technical Assistance Project for Agricultural Development of Central America
PLANDERO	Agricultural Development Programme for the Western Region, Honduras	SARAGURO	Saraguro-Yacuambi Rural Development Project, Ecuador
PMU	Project Management Unit	TAG	Technical Assistance Grant
PPI	Small-Scale Irrigation Schemes Rehabilitation Project, Haiti	TOR	Terms of Reference
PRA	Participatory Rural Appraisal	TRIPLE C	Sustainable Rural Development Project in the Provinces of Coclé, Colón and Panama West, Panama
PREVAL	Programme for Strengthening the Regional Capacity for Monitoring and Evaluation of Rural Poverty Alleviation Projects in Latin America and the Caribbean	UNEPCA	Camelid Producers Development Project in the Andean High Plateau
PROCASUR	Regional Programme for Rural Development Training	UNOPS	United Nations Office for Project Services
PROCHALATE	Rehabilitation and Development Project for War-Torn Areas in the Department of Chalatenango, El Salvador	WFP	World Food Programme
PRODAP	Smallholders' Agricultural Development Project in the Paracentral Region, El Salvador	WID	Women in Development
PRODAP-II	Rural Development Project for the Central Region of El Salvador		

¹⁴ An Internet-based network of organizations and projects working with the rural poor in Latin America and the Caribbean.

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