



PROJECT IMPLEMENTATION UNIT
Sindh Secondary Education Improvement Project (SSEIP)
ADB Assisted [Loan No. 3845-PAK and 4409-PAK(COL)]
Government of Sindh
School Education and Literacy Department (SE&LD)



TERMS OF REFERENCE-TOR
CS-08: SOCIAL AND GENDER SPECIALIST

Objective and Purpose of the Assignment

The Government of Sindh has received a loan from the Asian Development Bank (ADB) that aims to increase inclusiveness of secondary education system in Sindh Province by construction of new secondary school blocks, improving teaching and learning capacity, and to bring reform in secondary education examination system. The applications are invited purely on contractual basis in the Project Implementation Unit (PIU) for Sindh Secondary Education Improvement Project (SSEIP), under School Education & Literacy Department (SELD). The part of the loan will be used for the services of Individual Consultant ie Social & Gender Specialist.

Scope of Work

Social and Gender Specialist will be working with the Environment and Social safeguard and other specialists in the consulting firm and ADB in preparing a more detailed implementation plan for the Gender Action Plan (GAP) with updated timeframes, as necessary to ensure that those actions and activities are implemented, monitored, complied with and reported in accordance with ADB's relevant policies.

Detailed Tasks and/or Expected Output

The specialist will perform the following functions, duties, and tasks:

- (i) Work with the Environment and Social safeguard and other specialists in the consulting firm and ADB in preparing a more detailed implementation plan for the Gender Action Plan (GAP) with updated timeframes, as necessary to ensure that those actions and activities are implemented, monitored, complied with and reported in accordance with ADB's relevant policies;
- (ii) Provide inputs in the design of gender sensitivity training for teachers and BISE Assessors, and work with Teacher Training and Examination Reform Specialist and other specialists (national and international) in conducting gender sensitivity trainings
- (iii) Ensure the timely implementation of the GAP, monitor the achievements of gender targets, and regularly report on its implementation;
- (iv) Collect sex-disaggregated data to monitor progress in achieving targets of the GAP;
- (v) Develop and implement systems for collecting sex-disaggregated data to monitor and report progress in achieving targets of the GAP;
- (vi) Support the Teacher Training Specialist and education content consultants to carry out actions and activities specified in the GAP;
- (vii) Assist the PIU in preparing the section on the social and gender in the quarterly and annual reports;
- (viii) Through the conduct of social/gender orientations/trainings, ensure that all project implementers, partners and stakeholders are aware of the project's social/gender targets and know how to incorporate gender in their specific job descriptions;
- (ix) Work with the M&E specialist to incorporate gender indicators in the project monitoring system; participate in the monitoring of project activities to ensure that progress towards achieving gender equality results are reported in each monitoring and review activity, including providing gender inputs to the project's progress report;
- (x) Review and refine social/gender indicators in consultation with the PIU project director and the ADB RM social/gender specialist, as necessary,
- (xi) to ensure that the project realistically addresses challenges in a timely manner;



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- (xii) Apprise the ADB RM social/gender specialist on the progress towards meeting targets, specifically by submitting a filled-in social/GAP implementation and monitoring form on a quarterly basis; Draft the social/gender safeguards section of the Project Completion Report.
- (xiii) Ensure the participation of all segments of the population including: parents, community members, civil society organizations (CSOs), parent teacher committees and other concerned in consultations and social awareness raising activities.
- (xiv) Develop and set up a gender responsive M&E system for the project in collaboration with M&E specialist.
- (xv) Apply the baseline information from SELD's existing education information management system (Annual School Census (ASC)) to develop a comprehensive project monitoring system (PMS) to generate data systematically on the inputs and outputs as well as the indicators to be used to measure project impact in collaboration with monitoring & evaluation specialist and consulting firms.
- (xvi) Refine PMS in collaboration with M&E specialist as the data will be utilized to confirm achievable targets.
- (xvii) Perform such other functions in the area gender and social safeguards, as may be assigned by PIU project director/project manager.

Minimum Qualification Requirements

The specialist will have preferably ten (10) years of experience in social development and gender analysis and in collecting gender related information. A Post graduate degree in social sciences, gender studies and other relevant disciplines, a demonstrated track record of timely delivery of high-quality outputs, availability to travel regularly to project sites as required, excellent interpersonal skills, excellent skills in the use of Microsoft Office software, especially Word, Excel, Power Point, and internet use, and a good command of spoken and written English are essential. Familiarity with ADB or other internationally funded projects preferably in the province of Sindh is desirable. Understanding and speaking of local language (Sindhi) will be considered as an additional qualification.

Minimum General Experience: 10 Years

Minimum Specific Experience (relevant to assignment): 7 Years