**Terms of Reference**

**Services of the specialized institutions to provide trainings to outreach workers on social and gender norm change to ensure increased, tailored, specialized support for women and girls in all their diversity which is non-discriminatory.**

*UNFPA, the United Nations Population Fund: Delivering a world where every pregnancy is wanted, every childbirth is safe and every young person’s potential is fulfilled.*

**Background**

Gender-based violence (GBV) persists as a global challenge, with one in three women worldwide experiencing physical or sexual abuse during their lifetime. This alarming prevalence underscores the urgent need for comprehensive measures to address this pervasive violation of human rights.

UNFPA is a leading agency providing support to the governments across the world for combating gender-based violence. UNFPA has been on the forefront of the advocacy efforts for improved GBV prevention and response in Azerbaijan too. The organization provided support with development of the legal and policy framework to address the phenomenon, as well as assisted a range of government institutions with a series of actions on production of data and evidence on GBV, its prevalence rates and economic costs; capacity building of service providers; advocacy and awareness raising at both the grass-roots and decision-making levels.

Nevertheless, many women in Azerbaijan continue suffering due to limited access to information and protective mechanisms. The MEN and Gender Equality Survey conducted by UNFPA in 2018 revealed alarming statistics, with approximately 32.5% of men admitting to perpetrating physical violence, and an equally concerning 32.1% of women reporting experiencing such violence during their lifetime. Another survey on economic cost of GBV, held in partnership with the government in 2018, emphasized that the consequences of this phenomenon could potentially cost the Azerbaijani economy nearly 2% of its annual GDP, highlighting the broader societal impact of GBV.

As an integral part of the "Women at the Centre: Rising Up Against the Pandemic of Violence Against Women" project (WAC) in Azerbaijan, UNFPA is committed to supporting the comprehensive training of outreach workers from 4 economic regions of Azerbaijan (Baku, Absheron-Khizi, Ganja-Dashkasan and Karabakh) to equip them with the necessary skills and knowledge to ensure tailored, non-discriminatory specialized support for women and girls, ensuring inclusivity across diverse backgrounds. UNFPA's support extends to addressing social and gender norms, fostering positive change, and ensuring the delivery of inclusive support services. This strategic initiative is aligned with the project's overarching goal to ensure that case workers and managers involved in addressing gender-based violence have the necessary guidance and resources to carry out their duties effectively.

In line with this commitment, UNFPA is seeking the services of national institutions for organization of training sessions for GBV outreach workers to equip them with necessary skills and knowledge to sensitively engage communities, address social and gender norms, and be ready to ensure inclusive support services to women and girls including the most vulnerable ones.

The intervention represents an integral component of the Azerbaijani share of the “Women at the Center: Rising Up Against the Pandemic of Violence Against Women” project implemented by UNFPA in five countries across the globe.

**Purpose**

The main goal of this activity is to empower outreach workers with the essential knowledge, skills, and resources required to proficiently carry out interventions aimed at transforming social and gender norms. The training will emphasize the cultivation of inclusive attitudes and actions towards women and girls, including the most vulnerable ones.

**Responsibilities of the organization**

The agency sub-contracted for implementation of the subject assignment will be specifically responsible for the following:

1. Initial orientation with UNFPA and other relevant partners engaged in the action.
2. Draft the detailed intervention plan with the project outputs/deliverables, project management structure, timelines, indicators to monitor the progress, and responsible staff members.
3. Review the available training modules and materials, including the manual which is developed within WAC project (hereinafter Manual) that address key topics related to social and gender norms, promotion of gender equality, challenging stereotypes, and fostering inclusive attitudes towards women and girls.
4. Develop the training resources including handouts and training evaluation questionnaires based on the content of the Manual and available global training materials.
5. Deliver interactive and engaging training of trainers (ToT) sessions for outreach workers from four regions of Azerbaijan, utilizing a variety of methods. Ensure that training sessions are interactive and participatory, encouraging active engagement from participants through group discussions, case studies, role-plays, and experiential learning activities.
6. Ensure that trained ToT participants will act as resource persons and will subsequently organize similar training sessions (not in the ToT format) for the remaining outreach workers in 4 regions of Azerbaijan.
7. Provide ongoing support and guidance to outreach workers throughout the training program.
8. Collaborate with GBV service providers and community outreach workers to ensure the relevance and effectiveness of the training content to provide accurate service information and referrals, as needed.
9. Monitor the training program to assess its impact and identify areas for improvement.
10. Document all training activities, including attendance records, training materials, and evaluation reports, and provide regular progress updates to the project team.

**Eligibility criteria:**

* Legal registration with the Ministry of Justice of the Republic of Azerbaijan and availability of a valid registration certificate;
* Availability of the relevant staff members/councellors with adequate training, knowledge and expertise in GBV case management, community engagement and social norms with adequate understanding of related international best practices and standards.
* Adequate capacity to design, implement, and evaluate training programs for outreach workers, including the ability to develop training materials and deliver interactive training sessions.
* Demonstrated experience in providing training or capacity-building programs, particularly in the field of gender-based violence (GBV), social norms transformation, or community engagement.
* Expertise in gender-transformative approaches, social and gender norms change.
* Experience in training facilitation, evidenced by the organization's proficiency in delivering engaging and interactive training sessions.
* At least 2 years of experience in providing capacity building trainings on GBV response mechanisms with focus on the needs of most vulnerable population groups.

**Deliverables:**

The National Institution shall be expected to deliver the following key outputs:

* Detailed intervention plan including the information on reviewed modules and materials
* Training modules and materials developed in accordance with best practices and evidence-based approaches.
* Monitoring and evaluation reports documenting the outcomes and impact of the training program.
* Documentation of training activities and progress updates
* 25 outreach workers from four regions of Azerbaijan demonstrate improved knowledge and skills to act as resource people for the specified training methodology12 training sessions organized and 230 outreach workers trained through the sessions delivered by the abovementioned outreach workers in their respective communities

**Contract duration:**

July 2024 – December 2024

**Specific Conditions:**

*Ownership of the output:* UNFPA