



**TERMS OF REFERENCE:**

**PROJECTS COORDINATOR – WOMEN’S RIGHTS  
AND GBV**

**WEST BANK AND GAZA – oPt.**

## BACKGROUND

Alianza por la Solidaridad (ApS) is a Spanish NGO existing since more than 30 years and present in the Middle East since 1993. Since 2009 it has developed a process of sectorial and geographical targeting for its interventions, which meant the prioritization of women's rights. Alianza por la Solidaridad (ApS) gender equality in the Middle East works within three main lines of action:

- Prevention and response for Gender Based Violence, individual and community approach.
- Women's economic empowerment.
- Women's participation and active citizenship.

ApS maintains stable local partners with whom it works in a sustained manner and deepening not the relations and regular contacts through the office in the field, but a fluid communication and analysis of the changes caused by the protracted conflict-related crisis and humanitarian situation in Palestine. Alianza works closely with its partners and support their work in a manner that represent Alianza and the partners values. Alianza has extensive experience and expertise on women's rights and there is a high degree of knowledge about the environment and only relation with the population, civil society organizations, other humanitarian actors and local public entities. Alianza por la Solidaridad is member of Action Aid since Jun 2018.

Action Aid and Alianza share the idea that when people become aware that their future is in their hands and when they organize to challenge power structures and contribute to the betterment and changing of institutions, changes can succeed. These changes should take place on a global scale in order to generate maximum impact, and they should be rooted in the political values of solidarity and internationalism. In addition, for Action Aid and Alianza, Social justice, gender equality, and climate justice succeed through individual and collective actions that actively change inequitable and unjust power relationships, either hidden, visible, or invisible, from the home to local, national, and international spaces. The empowerment of people that live in poverty and marginalization, and of women and youth is a crucial part of creating these changes. Collective efforts and fights are stronger when they are bound together through solidarity, campaigns, and common causes between communities, organizations, and social movements and other allies to influence local and global institutions and public policy.

The Women's rights and GBV Coordinator will ensure a close and accurate technical and financial coordination of the interventions assigned and will contribute to strength the country strategy of Alianza within the local partners and the key stakeholders.

The interventions are framed as a coordinated contribution to the Strategic Response Plan of the Protection Cluster, and aligned with the 2020 and 2021 Humanitarian Response Plan.

## **MAIN TASKS AND RESPONSIBILITIES**

The Coordinator is expected to achieve the following objectives and activities:

### **Project Cycle Management and Context/ Stakeholders Analysis**

- Ensure a proper planning of the interventions with local partners in accordance with donor regulations.
- Supervision of the implementation of activities according to the existing work plan and direct implementation of some activities related to the interventions when required.
- Perform the technical and financial follow up and reporting of activities in accordance with donor regulations.
- Support to local partners and to the ApS Administration department in Jerusalem for the financial reporting of the activities and for the auditing requests.
- Elaboration of periodic context and situational analysis or reports with emphasis on Humanitarian and/or Gender issues.
- Development of new project proposals related to Women Rights, Humanitarian Action and/or development, to ensure continuation/sustainability of the interventions in the area.
- Ensure the development of TORs, recruitment process and follow up on consultants that may work in the strategy of intervention.
- Develop an update of policies, laws and plans related to Gender and Humanitarian issues (OPT)
- Support to other areas, when required, on the follow up and identification of programmes and projects related to Women Rights and Humanitarian-Gender.

### **Communication and Advocacy, Humanitarian Coordination and Representation of ApS**

- Active participation in Networks and platforms related to the intervention topics (Protection Cluster, GBV Sub-Working Group, initiatives related to the Standard Operational Procedures on GBV, and other coordination forum)
- Institutional representation when required
- Maintain the Communications with target groups, partners and public institutions in Gaza.
- Implement the internal Communications policies and tools

### **Capacity Building and Technical Assistance on Gender/SGBV**

- Ensure the development of TORs, recruitment process and follow up for the external technical services needed for project implementation.
- Provide support and technical, methodological assistance to local partners,
- Support to the organization of forum, seminars and Workshops for partners and other stakeholders
- Enhance ApS and partners capacity for gender-transformative program strategies.
- Enhance organizational learning
- Update the local partners' profiles, including challenges, next steps and potential new partners.

#### **Merger with ActionAid Palestine**

- Participate in the process of merger with ActionAid Palestine

#### **Internal Policies, Security and Code of Conduct**

- Apply and adhere to the internal regulations in APS office in Palestine, including safety regulations.
- Respect APS's code of conduct and safeguarding policies.

### **REQUESTED KNOWLEDGE AND EXPERIENCE**

- Both English/Spanish working command is compulsory
- An advanced degree in Humanitarian Action- Development, Gender Studies, Human Rights or other related field.
- Additional studies in gender and development, gender-based violence in humanitarian settings and developing countries.
- At least 5 years of experience in Gender and Humanitarian projects in international NGOs, including technical and financial reporting in accordance with donor standards
- Demonstrated experience in project design, planning, implementation, monitoring, and evaluation, in particular from a gender perspective and human rights approach
- Strong command of Spanish and EU Institutional donors regulations and compliance (AECID standards knowledge is highly desirable).
- Knowledge of the Middle East with particular emphasis on gender-related issues.
- Conflict sensitive approach and previous experience in crisis-security risks contexts
- Availability to travel, frequent travels to Gaza are required
- Knowledge of Arabic is an asset
- Facilitation of groups sessions, negotiation and influencing skills
- Presentation skills; expository writing and speaking
- Ability to work autonomously



## **LINE MANAGEMENT, CONTRACT AND WORKING CONDITIONS**

The projects coordinator will report directly to the regional Head of Mission.

APS will provide a Labor Contract under the category “Coordinator expatriate”, within salary scale of ApS (30.000€ – 34.000€ per year)

Place of work is APS’s Jerusalem office but with regular travels to Gaza and the West Bank can be expected. No accommodation in Jerusalem is provided. Admin support will be provided by APS admin team in Jerusalem. Costs of trips to Gaza and West Bank are covered by APS (Meals, trip to Gaza and accommodation in Gaza, according to APS standards).

Estimated duration of the contract is 12 months, with 6 months probation period. The Coordinator will apply and adhere to the internal regulations in APS office in Jerusalem, including safety regulations. At the same time, the Coordinator will respect APS’s code of conduct and SHEA policies.

## **HOW TO APPLY**

Procedures and deadline for submission of proposals:

CV and motivation letter should be submitted in English or Spanish by email to: [rrhh@aporsolidaridad.org](mailto:rrhh@aporsolidaridad.org) indicating the reference “<NAME> ***Projects Coordinator OPT***” in the email subject. The deadline for submission of tenders is **18th January 2021**.