Consultancy Title: Adopting and Implementing a Gender Equality and Diversity Seal for Belize

Objective of Consultancy
To promote gender equality, equity and expand engagement within public and private sector in gender related issues in order to develop knowledge, increase awareness of both men and women to recognize and understand their complementary roles in society for the advancement of gender equality and equity within workplaces in Belize.

Introduction:
The United Nations Development Programme (UNDP) defines human development\(^1\) as "the process of enlarging people's choices," said choices allowing them to "lead a long and healthy life, to be educated, to enjoy a decent standard of living," as well as "political freedom, other guaranteed human rights and various ingredients of self-respect." Thus, human development ensures that the needs, desires and ability to explore and realize the physical and psychic, biological and cultural, individual and social potentials of each person is realized, not just a few. It is providing opportunities to expand the choices people have, to lead lives that they value, and improving the human condition so that people have the chance to lead full lives. It is much more than just economic growth, but rather broadening choices and ensuring their human capabilities increase. The most basic capabilities are to lead long and healthy lives, be knowledgeable, have access to resources and social services when needed, and be able to participate in the life of the community. However, one of the major challenges that inhibit development is gender inequality because it delays achievement of social and economic rights fulfilment for all members of society.

UNDP indicates that there is a broad connection between gender inequality and human development outcomes which those in the lower ranking of the Human Development perform more poorly on the gender inequality measurements\(^2\). Out of 189 countries ranked within the Human Development Index (HDI), Belize falls within the high human development ranking at 103. There has been slow improvement over the last ten years positioning Belize better than many other countries even within our region. While Belize falls within the high human development based on three basic dimensions of health, education and living standards, consideration must also be given to the defacto experience that is not always properly documented and recorded. Although there has been some advancement in areas of safe water supplies and sanitation, improved education systems and improved health systems, other indicators such as poverty level, teenage pregnancy, unemployment, violence in communities and homes, and insufficient participation of women within decision making continue to require attention leading the a lower Gender Development Index for Belize at 91\(^3\). One critical factor which is not often measured but which impedes gender equality are the patriarchal norms and attitudes that exists within countries and which prevent the realization of rights and potential of every individual, especially women and girls and contributing to a great extent to other societal issues. These are embedded unequal power relations that underlie, enable and sustain

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\(^2\) Ibid
\(^3\) UNDP, Human Development Report, 2019
discrimination and gender-based violence and require primary prevention strategies and measures aimed at undoing the de facto inequalities.

Therefore, there is the need for a cohesive and targeted approach to make gender equality as a goal that has clear, intrinsic value by both public and private sectors if as a country we want to achieve in full development goals, such as health, education, social and economic rights fulfilment, and growth. There is the need for recognition by both public and private sectors that these goals are fundamental and inseparable. Thus, all stakeholders within public and private sectors need to build awareness on the effects of gender inequality on vulnerable populations. They need to focus strategies that prevent gender-based violence within their spheres consequently contributing to gender equality and women’s empowerment efforts which are the focus of SDG 5 (gender equality) within the 2030 Agenda for Sustainable Development (SDGs).

Without advancing gender equality, women will continue to access to resources will continue to be unequal; face social and legal discrimination; be responsible for most of the unpaid work; and continue experiencing one of the most pervasive violations of their human right – gender-based violence. In addition, gender inequality also contributes to women’s insufficient participation in the political arena further disfranchises them from the ability to influence policy and decision making that could benefit them and their families in extension.

Background

Commitment and action to address the issue of discrimination and gender equality are outlined within the 2013 National Gender Policy and the National Gender-based Violence Action Plan 2017-2020. While gender inequality is experienced by both men and women, often, it is women and girls who are affected disproportionately more than men in most areas, particularly gender-based violence. According to Belize’s Country Gender Assessment (CGA) conducted by Caribbean Development Bank (CDB) in 2016 found that gender-based violence (GBV) continues to be one of the gravest manifestations of gender inequality in Belize. The Statistical Institute of Belize (SIB) also reports 12.2% of the population believe a husband is justified to beat his wife with Toledo’s data as high as 34.2% of the population.

Data shows that in 2019, 80% of domestic violence reports are made by women which seems to be the recurrent trend and all victims of sexual violence cases were women. Over the last three years reports by women exceed 1500 cases reported but the real number is likely to be significantly higher.

The issues of gender-based violence cannot be addressed in isolation without addressing those same beliefs that justifies men’s power to “beat” women. This notion is further exacerbated by the fact that men access to and power over resources is reaffirmed by deeply held patriarchal attitudes. In addition, men’s control of spaces where decisions are made and finances are managed such as politics, employment and so forth. Such an example is men’s participation in the labor force. Belize’s Labor Force Survey conducted in September 2019 highlighted that men’s labor force participation was at 81.4% while women’s participation rates were at 58.9%. It is not surprising that women’s unemployment rate (15.7%) is more than double to that of men (6.6%). Furthermore, women’s participation in the labor force is usually in-service oriented areas which directly link to the gender roles associated to women. This means that these jobs are predominantly in the lower pay scale while still battling issues of unpaid care

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4 UNFPA, Concept Note for the development of a Gender Equality Seal for Belize, September 2020
5 Belize Crime Observatory, 2019 Situational Analysis on Crime and Violence in Belize, April 2020
6 Statistical Institute of Belize, Labour Force Survey, September 2019
work, discrimination and unfair dismissals sue to pregnancy and sexual harassment. This has direct consequences on women’s access to economic opportunities and services across the spectrum. Therefore, it is critical that the employment sector be included in the strategies to address gender equality. Firstly due to the presence of men who are the main perpetrators of gender equality/gender-based violence and second, if we are to increase opportunities for women across sectors, entities in control of those opportunities need to recognize their role in changing unequal. Although government employees a large portion of persons in Belize, we must include the private sector if we are to strategically begin to effect change in attitudes that continue to discriminate and perpetuate violence against women because they are the largest employer in the country. Data shows that of the 170, 148 persons employed for the period in September 2019, a total of 111, 669 are males within the private sector whether they own their own business or employed by someone else. This reaffirms the need for private sector to recognize the importance of them advancing the work of gender equality because empowering women and other diverse groups to participate fully in economic life across all sectors and throughout all levels of economic activity is essential to:

- Build strong economies;
- Establish more stable and just societies;
- Achieve internationally agreed goals for development, sustainability and human rights;
- Improve quality of life for women, men, families and communities; and
- Propel businesses’ operations and goals

Although the persons employed by government are a fraction of the number from private sector (7,615 - males and 5,364 – females), public sector inclusion is crucial since they habituate spaces where policies, programmes and services are designed, developed, and formulated. To make government more gender responsive, it is important that public officers can create gender responsive policies for quality service delivery. However, it is crucial that enhancement of gender equality within the public sector doesn’t take place only in the area of policy development but also across all areas such access to employment, career development, and work conditions that allow men and women to fully contribute not only to the goals of the civil service but to the successful implementation of all 17 SDGs.

This can only happen through creative gender mainstreaming strategies that seeks to increase awareness and knowledge, building capacity while challenging traditional norms and attitudes that hinder gender equality. One such strategy is the “Caribbean Gender Equality and Diversity Seal Platform” developed in 2018 by the UNFPA Sub-Regional Office for the Caribbean with the aim of encouraging countries to actively partner with the business sector to help in the ongoing process of creating a sustainable world in which no one is left behind and founded on human rights and gender equality principles. These principles are the same outlined in international conventions such as Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), International Conference on Population and Development (ICPD), the International Labour Organization (ILO) Convention, and the International Covenant on Economic, Social and Cultural Rights. In addition, it also incorporates Women’s Empowerment Principles (WEP) to help the private sector to promote gender equality, diversity and inclusion in the workplace, marketplace, and community product which was developed by UN Women and the UN Global Compact.

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7 UNFPA, Concept Note for the development of a Gender Equality Seal for Belize, September 2020
8 Statistical Institute of Belize, September Labor Survey 2019
Through the Spotlight Project Belize Country Programme, funds have been identified to ensure key officials at national and/or sub-national levels in all relevant institutions (justice, police, health, statistics, etc.) are better able to develop and deliver evidence-based policies, programs and services that prevent and respond to gender based violence, thus contributing to gender equality efforts inclusive of both private and public sectors. To do that, the recommendation is for the adoption of the Caribbean Gender Equality and Diversity Seal for public and private organizations. Prior to the adoption, a process would need to be undertaken to contextualize the seal to meet Belize’s cultural context.

This process started in 2018 with UNFPA coordinating consultations sessions with the Belize Chamber of Commerce, unions, and government entities responsible for gender issues. In addition, the Ministry of Human Development, Social Transformation and Poverty Alleviation (MHDSTPA), the Special Envoy for Women and Children, the National Women’s Commission and the Belize Chamber of Commerce and Industry initiated discussions in 2019 to partner in the roll out of the different steps as articulated by the Caribbean Gender Equality and Diversity Seal Platform utilizing a phased approach which would be more feasible for Belize. This would also include identification of a local name that would be more acceptable for the public as words such as equality generates great resistance.

The usefulness of using the Caribbean Gender and Equality and Diversity Seal Platform lies in the alignment of its objectives to national priorities to achieve de jure and de facto gender equality and equity in Belize as outlined by the Growth and Sustainable Development Strategy (GSDS), the National Gender Policy, the National Gender Based Violence Action Plan, the National Youth Policy and the Children’s Agenda 2017-2030. Specifically, the GSDS identifies a critical success factor of Social Cohesion and Resilience focusing on decent wages and work conditions and social cohesion and equitable growth. The National Gender Policy specifically, identified in one of its cross-cutting strategies, which aims to “facilitate multi-sectoral and inter-sectoral coordination, collaboration and networking in the public and private sectors and among international cooperation agencies, to maximize human and financial resources and reduce inefficiency and ineffectiveness”.

To that end, the consultancy seeks to develop the conceptual design and principles that underpin the Caribbean and Gender Diversity Seal Platform; the importance and justification for adoption to the Belize context and the approach to the design and implementation of the Gender and Diversity Seal in Belize.

**Objectives:**

Achieving gender equality and diversity is important for workplaces not only because it is ‘fair’ and ‘the right thing to do,’ but because it is also linked to a country’s overall economic performance. As such, the objectives of developing and adopting a seal by workplaces within the private and public sector are

- To increased organizational performance within agencies that adopt the seal as part of their internal practices
- To enhanced ability of companies to attract talent, retain employees and enhance organizational reputation with ZERO tolerance for gender-based violence.
- To support workplaces to support equal pay for work of equal or comparable value and remove barriers to the full and equal participation of women in the workforce
- To support agencies to advocate for access to all occupations and industries, including leadership roles, regardless of gender; and
To eliminate discrimination based on gender, particularly in relation to family and caring responsibilities within agencies that adopt the seal.

To increase spaces where survivors of gender-based violence can access information and support without fear of loss of employment.

To build capacity, awareness and understanding of the role of men’s role in ending gender equality and gender-based violence.

**Duties and Responsibilities:**

Under the supervision of the National Women’s Commission with oversight from the National Gender and Gender-based Violence Committee and in close cooperation with the project partners such as UNFPA, Women and Family Support and Belize Chamber of Commerce, the consultant will be responsible for the following:

1. Submit an Inception Report outlining methodology and proposal to complete consultancy to the national Commission as per the agreed work plan.
2. Develop and submit a draft version of the document below for review and feedback to the National Women’s Commission to share with key stakeholders as per the agreed work plan:
   a. Belize Gender Equality and Diversity Seal Conceptual Design
   b. Certification Documentation Process and Assessment Tool
   c. Implementation Plan
3. After review, consultations, and feedback, amend and revise the draft submitted and prepare a final version of the documents below:
   a. Belize Gender Equality and Diversity Seal Conceptual Design
   b. Certification Documentation Process and Assessment Tool
   c. Implementation Plan
4. In consultation with the National Women’s Commission, Women and Family Support Department, UNFPA and Belize Chamber of Commerce; draft and finalize the final listing of participating agencies that will be part of the Pilot Implementation Phase.
5. Develop and recommend three names for the seal for consideration to the National Women’s Commission and its partners.
6. Develop and conduct a Baseline Assessment for use with participating entities and draft final report with findings to the National Women’s Commission and its partners.
7. Develop and conduct a Training Workshop for implementation with participating entities and prepare for submission an end of workshop report.
8. Prepare an agenda and conduct a Review Session with key stakeholders for validation of seal and any other final revisions.
9. Develop and submit draft TOR for Seal accreditation Committees that will be responsible.
10. Develop and submit Review Assessment Tool and Review Process that will be used by the Seal Accreditation Committee to monitor seal implementation on a long-term basis.

**Expected Results and Deliverables:**
The consultant will be required to deliver the following documents during and prior to the end of the consultancy period:

1. Inception Report outlining methodology and proposal to complete consultancy.
2. A draft copy for revision:
   a. Belize Gender Equality and Diversity Seal Conceptual Design
   b. Certification Documentation Process and Assessment Tool
   c. Implementation Plan.
3. A final version of the following documents after review, consultations, and feedback
   a. Belize Gender Equality and Diversity Seal Conceptual Design
   b. Certification Documentation and Assessment Tool
   c. Implementation Plan
4. Final Listing of participating agencies
5. Baseline Assessment for use with participating entities
6. Final report with findings of the Baseline Assessment
7. Training Workshop for implementation along with Workshop Report
8. Agenda for Review session and Final Revision with key stakeholders
9. Terms of Reference for Seal Accreditation Committee
10. Review Assessment Tool and Process for monitoring of implementation of seal

Institutional Arrangement:
The consultant will report directly to the National Women’s Commission and National Gender and Gender-based Violence Committee through the Executive Director

Duration of Work:
The total duration of the consultancy/task is expected not to exceed 45 calendar days from date of commissioning. The consultancy will be executed between November 2020 and December 2020. The consultant is expected to submit all the deliverables to National Women’s Commission by the December 2020.

Work Plan for Consultancy
The total consultancy days assigned for this activity will be 45 days over a period of four months in three phases. The first will be the Conceptual Design and Adoption followed by phase 2 with Training and Testing and Phase 3 to Review Process and Final Revision. The consultancy is expected to commence November 2, 2020 and be completed by second week December 2020.

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<tr>
<th>Outputs</th>
<th>Timeframe</th>
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<tbody>
<tr>
<td><strong>PHASE 1: Conceptual Design and Adoption (30 days)</strong></td>
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<tr>
<td>i. Inception Report by Consultant</td>
<td>5 days</td>
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<td>ii. Draft:</td>
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<tr>
<td>a. Belize Gender Equality and Diversity Seal Conceptual Design inclusive of at least three recommendations for seal name</td>
<td>20 days</td>
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<tr>
<td>b. Certification Documentation Process and Assessment Tool</td>
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<td>c. Implementation Plan</td>
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<td>iii. Final:</td>
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<tr>
<td>d. Belize Gender Equality and Diversity Seal Conceptual Design including the selected name for seal</td>
<td>5 days</td>
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<tr>
<td>e. Certification Documentation and Assessment Tool</td>
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<td>f. Implementation Plan</td>
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<tr>
<td>Phase 2: Training and Testing (10 days)</td>
<td>10 days</td>
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<tr>
<td>iv. Listing of Participating Agencies collated and approved</td>
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Qualifications:
Execution of this Terms of Reference requires individuals possessing one or more of the following qualifications:

1. A first Degree in Development Studies, Social Work, Public Policy, Gender Development studies, or other related field, preferably with a specialization in gender.
2. A minimum of 5 years practical experience in the field of gender equality and gender mainstreaming in development programmes and policies.
3. Formal training in human rights, gender analysis and gender planning and
4. Demonstrated expertise in mainstreaming gender in projects and programmes.
5. Thorough understanding of the gender context and development issues in Belize, and experience working with government institutions and international or non-governmental organizations supporting gender and development work in the specific area of intervention;
6. Familiarity with gender analysis tools and methodologies
7. Excellent communication skills, presentation, report writing, analytical skills and ability to liaise with various stakeholders, including government officials and the private sector.
8. Proven track record of drafting relevant materials (publications, reports and related documentation).
9. Full proficiency in English is required, both oral and written.

Other Competencies and Skills:
1. Demonstrates professional competence and is conscientious and efficient in meeting commitments, observing deadlines and achieving results;
2. Displays cultural, gender, nationality, religion and age sensitivity and adaptability.

Recommended Presentation of Offer:
1. Duly accomplished Letter of Confirmation of Interest and Availability.
2. Personal CV indicating all experience from similar projects, as well as the contact details (email and telephone number) of the candidate and at least three (3) professional references;
3. Brief description of why the individual considers him/herself as the most suitable for the assignment, and a timeline to complete deliverable.
4. Financial Proposal that indicates the all-inclusive fixed total contract price, supported by a breakdown of costs.

Submission:

Complete proposal packages with all necessary documents cited above should be submitted to the National Women’s Commission to the following addresses no later than October 28, 2020.

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<th>In Person</th>
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