



## MINISTRY OF AGRICULTURE AND FOOD SECURITY

### TERMS OF REFERENCE

#### REQUEST FOR EXPRESSION OF INTEREST (REOI)

COUNTRY: Republic of South Sudan  
NAME OF PROJECT: Women's Social and Economic Empowerment Project (SSWSEEP)  
PROJECT ID: P176900  
Assignment Title: Social Development Specialist  
Reference No.: RSS/MGCSW/J/5/12 CS-INDV

Place of assignment: Juba, South Sudan

Closing Date: 28<sup>th</sup> April, 2023

1. Background: The Government of South Sudan has received financing from The World Bank through the Ministry of Gender, Child and Social Welfare (MGCSW) toward the cost of Women's Social and Economic Empowerment Project.

The Ministry of Gender, Child and Social Welfare in partnership with the World Bank have agreed to contract the United Nations Entity for Gender Equality and the Empowerment of Women (UNWOMEN) to lead in the implementation of Components 1, 2, 3 and subcomponent 4a of the project.

A Project Management Unit (PMU) shall be established within the MGCSW for SSWSEEP with the primary task of project management and overseeing the performance of UNWOMEN under the output agreement and other service providers, stakeholder outreach and communications, fiduciary and procurement management, Monitoring and Evaluation (M&E), community engagement, and risk management related to social and environmental safeguards, fiduciary oversight as well as maintaining infrastructure quality and standards.

The Ministry of Gender, Child and Social Welfare intends to apply part of the proceeds of the grant to fund the position of a Project Manager to provide technical guidance and support to the implementation of the Women's Social and Economic Empowerment Project (SSWSEEP).





## **2. The Project Development Objective:**

The Project Development Objective (PDO) is increase girls and women's access to livelihood, entrepreneurial and GBV services and to strengthen the government's capacity to provide these services.

## **3. Project Components:**

The Project has four (4) components namely: (i) Community Empowerment Support to Women and Girls (ii) Women's Entrepreneurial Opportunity Facility (iii) Services for Survivors of GBV; and (iv) Institutional Strengthening and Project Management

## **4- Objectives of the Assignment:**

The Social Development Specialist will be responsible for the implementation and supervision of all aspects related to social safeguards, implementation of social risk management instruments including Environmental and Social Management Framework (ESMF), Environmental and Social Commitment Plan (ESCP), Stakeholder Engagement Plan (SEP), Labour management procedure (LMP), Social Assessments, and grievances redress mechanism (GRM). She/he will monitor the implementing partners' teams to ensure that all social safeguard commitments are incorporated into the project activities and work processes.

## **5 -Key Tasks and Responsibilities:**

The Social Safeguard Specialist will undertake the following tasks:

- Monitor and support implementing partners and all other field teams in achieving their responsibilities in implementing social risk management instruments, including SEP, LMP, ESMF, and ESCP as outlined in the ESMF and carry out frequent field visits to monitor ESMF implementation;
- Coordinate, organize and deliver trainings on social risk management and related to relevant stakeholders' conduct/manage environment and social risk management trainings for the selected personnel of implementing partners and other implementing agencies in accordance with the training framework provided in the ESMF
- Provide support for implementing, monitoring and reviewing the performance of the established grievance redress system and ensure efficient and effective beneficiary feedback on grievances;
- Oversee public consultations for ESMPS/RAPS etc. where required responding to safeguard concerns as required;
- Prepare the monitoring formats, protocols and tools for ESMP and RAP implementation;
- Conduct awareness creation and sensitization of the communities on social risk management, inclusion, and GRM, dimensions of the project along with suggested safeguards;
- Advise and/or provide quality operational support on safeguards and non-safeguards related social development issues and advice on identification of social impacts associated with the environmental assessment process in close collaboration with the Environmental Specialist;
- Provide in-house expertise to the project management team regarding the implementation of operational mechanisms that consider social opportunities, impacts, constraints and risks of the project implemented by MGCSW & PMU;





- Ensuring that all social risks/issues are assessed, mitigation measures identified, implemented and adequately included in the periodical reports and in the Midterm Review and Project Completion Report;
- Operationalize the social safeguards instrument including Resettlement Policy frameworks and support preparation of the resettlement actions plans including instituting appropriate mechanism of consultations and information dissemination on rights and legislation on involuntary land acquisition, stakeholder engagement, complaint handling mechanisms, etc;
- Integrating social inclusion (with respect to gender, age, ethnicity or any other relevant factor) into analysis, institutions and operations;
- Ensure relevant government institutions, including Ministry of Gender, Child and Social Welfare, Ministry of Labour, the Ministry of Finance, the World Bank, and other stakeholders and partner agencies are well informed on issues related to the implementation of RAPs, SEP, LMP and required support for timely implementation;
- Undertake project site visits to assess and enforce compliance and make the necessary remedies;
- Provide technical input to the procurement planning and procurement processing for the works and construction supervision consultancy services contracts to ensure that (a) the Social safeguard requirements are properly reflected in the procurement plan; (b) the Social provisions including the Code of conduct in the bidding documents are complete; and (c) the Social safeguard provisions are comprehensively incorporated in the contract documents, and (d) participate in evaluation of bids to assess the adequacy of the contractor's offers on social safeguard requirements;
- Support facilitating stakeholders including identification, prioritization and mitigation of social, equity and gender issues during implementation, as well as monitoring and evaluation of social impacts of the projects;
- Provide continuous monitoring of the implementation of social risk management instruments concerning the project and participate in assessment and evaluation of the social impact of project interventions;
- Coordinate the mainstreaming of social issues in project implementation in accordance with the agreed safeguard instruments
- Assume responsibility for the implementation of all social risk management issues including safeguards; facilitate the preparation of action plans and review implementation of social issues and preparation of any documentation and reports required by the project implementing entities and the World Bank to ensure that social issues have been adequately addressed and that the project is in compliance with the World Bank and Government of South Sudan Safeguard Policies, particularly those on Involuntary Resettlement and social inclusion;
- Support the development and review of social instruments, checklists, guidelines and tools relevant to the implementation of environmental and social safeguards;
- Provide conceptual and operational technical guidance to program social development activities;
- Communicate with vendors, contractors, and subcontractors for necessary social safeguards compliance;
- Produce social management report in a manner understood by non-technical people for effective dissemination purpose;
- Support the assessment of baseline condition of project sites in the project implementation areas or field locations;





- In close coordination with the safeguard officers of the implementing partners at state and local government level, monitor and audit safeguards implementation in the subprojects as per the ESMF;
- Provide regular updates on ESMF implementation to the Project manager and other senior management staff at MGCSW and the M&E Specialist and provide input to program reporting on progress;
- Liaise closely with the Ministry of Environment and Forestry at national and the relevant ministries at state levels;
- Perform any other duties as may be assigned by the concerned/relevant Project Manager, Program Coordinator or Senior Management of MGCSW.

#### **6-Essential Qualifications, Experience and Skills (Selection Criteria)**

- Advanced university degree (Master's Degree or equivalent) in development related disciplines, gender issues, human rights, political science, behavioral science, or other relevant social science fields;
- Minimum of 7 years of working experience in social development/gender/social inclusion related roles 5 of which should be in combination of Programme development, advisory, project management, training/capacity building roles in development projects.
- Work experience on gender-related and/or in community development, social protection
- Experience working with the international aid development sector, including the UN system, international NGOs and International Donors is desirable.
- Experience working in FCV countries is highly desirable.
- Experience working with international organizations is an advantage.
- Previous experience working in South Sudan is an added advantage.
- Management experience is an added advantage.

#### **7- Expected Deliverables and/or Reporting:**

In addition to the tasks and reports mentioned under "Key responsibilities" above, the consultant is responsible for providing the following deliverables:

- Quarterly awareness and sensitization activities on social safeguards requirements undertaken;
- Analyses provided on social safeguards and non-safeguards related issues;
- Monthly and Quarterly review meetings of program to ensure commitments to social development requirements initiated;
- Quarterly and Annual reports produced and disseminated;
- site visits conducted, and relevance of advice provided and back to office reports produced;
- Social safeguard requirements included in the procurement plan, incorporated in the bidding document provisions and in the contract;
- Ensure contract management reports include social safeguard management;

#### **8- Reporting Relationships:**

The Social Development Specialist will directly report to the SSWSEEP Project Manager.

#### **9- Duty Station and Period of Assignment:**

The duty station is Juba, South Sudan; however, the consultant may be required to travel to the states/field frequently. The assignment is for 24 months and may be extended upon demonstration of the satisfactory performance.



**10- Input/Facility Provided by the Client:**

The client will provide office space with necessary furniture and other facilities such as printing, photocopying facilities, etc. to enable the consultant perform day-to-day duties and responsibilities.

A signed Expressions of interest (EOI) and CV in the prescribed format with 3 reference persons must be sent to MGCSW by 28<sup>th</sup> April 2023 at 16 hours (Juba local time). The packages must be clearly marked as “Application for Social Development Specialist” and submitted to:

Director General

Ministry of Gender, Child and Social Welfare  
Ministries Complex, Kololo Road, MOH building,  
Juba, Republic of South Sudan  
Email: [ssweep.pmu@gmail.com](mailto:ssweep.pmu@gmail.com)

