



## Terms of Reference

### Consultancy – Gender Responsive Conflict Sensitivity Analysis

In South Sudan

OXFAM IN SOUTH SUDAN

P.O.BOX 239 - JUBA NA BARI AREA

JUBA- SOUTH SUDAN

### Background

Oxfam is a global movement of people who are fighting inequality to end poverty and injustice. Across regions, from the local to the global, we work with people to bring change that lasts. Our work is grounded in the commitment to the universality of human rights. Driven by diversity and founding our asks in evidence and experience, we take sides against poverty and injustice everywhere. Feminist approaches guide all our analysis, action, and interaction. Oxfam has been present in South Sudan since 1983, during the era of Operation Lifeline Sudan (OLS), and is currently operational in Jonglei, Lakes, Western Bahr El Ghazal, Central Equatoria and Eastern Equatoria delivering humanitarian and transitional resilience projects in Water Hygiene and Sanitation (WASH), Emergency Food Security and Vulnerable Livelihoods (EFSVL), Inclusive Governance and Accountability, Peace Building, Education, Gender, and Protection.

In 2021, Oxfam HECA (Horn, East & Central Africa) developed a Conflict Transformation Action Plan, which sought to improve the collective consciousness of Oxfam on what its staff as well as partners had already been doing to transform conflict, and how they could go further and do better. The Action Plan was hinged on Oxfam's commitment to transforming conflict by addressing its root causes— injustice, inequality, poverty, and poor governance—and by building capacities and creating opportunities for those impacted by conflict to build peace. The Action Plan had four broad recommendations: (i) deepen understanding of conflict dynamics (ii) address the root causes of conflict (iii) recognize and measure impacts on peace and (iv) support participation of those affected by conflict to build peace. One of the action points that had been planned in 2023 was the conduct of conflict analysis in order to deepen understanding of conflict dynamics, recognise and measure the impact of Oxfam's work on peace. Oxfam is looking for a consultant to undertake a gender responsive conflict sensitivity analysis to identify dynamics and trends, as well as emerging opportunities or challenges to inform Oxfam's current and planned initiatives in South Sudan.

### Task/Scope:

The consultant will lead on the execution of the assignment from inception to final reporting. The consultant is responsible for delivering a quality Gender Responsive Conflict Sensitivity analysis in South Sudan. The Analysis should identify the gendered drivers of violent conflict and cover all groups in the community (e.g., women, men, young people, the elderly, faith representatives, community groups, businesses, local CSOs, and duty bearers) to explore how they are affected by violent conflict. The analysis is to draw on Oxfam's *Guidance on conflict sensitivity*, Saferworld's *Gender analysis of conflict toolkit*, the Conflict Sensitivity Consortium's *How to guide to conflict sensitivity*, and the Danish Network for Conflict Prevention & Peacebuilding's *Conflict Sensitivity Toolkit*. Both primary and secondary sources of data are to be collated and used to inform the analysis, which is to include desk research as well as on-the-ground interviews to be conducted by the consultant. The consultant should be able and willing to travel in the country. The consultant is to design, plan and oversee the collection of research data. On-the-ground research is to include focus group discussions and individual interviews as a supplement to secondary source information identified in the desk study. Upon completion of a draft report, validation meetings are to be held to enable input from interviewees and allow for further refinement. The research and validation meetings are to be supported by the Oxfam Country Office and staff. The final report is to be finalised in agreement with Oxfam Country Office management.

### Assignment Purpose:

The purpose of this assignment is to inform Oxfam's programme development by identifying factors that influence violence and analyse how they interact with Oxfam's work.



**Conflict Sensitive Analysis Objectives**

- Produce a gender responsive conflict sensitivity analysis that identifies the gendered drivers, dynamics and actors that influence violent conflict in Oxfam’s areas of operation in the locations where Oxfam operates in South Sudan.
- Capture how the given context may impact on Oxfam’s activities, and vice-versa, how Oxfam activities may impact on the given context.
- Provide recommendations to Oxfam on how to minimise negative effects and maximise positive outcomes considering differing scenarios.
- Identify entry points for Oxfam programmes to support local stakeholders to address root causes of violence and strengthen local capacities to peacefully manage conflict inclusive of gender, age, and diversity.

**Key Deliverables**

1. **Inception report:** Upon signing of the contract, submit an inception report describing consultancy design, methodology and data collection methods. Prior to commencing research and travel, the report is to be agreed with Oxfam management.
2. **Research:** Conduct desk research to identify relevant secondary data sources and supervise on-the-ground research. Research will include the design, planning, and oversight of data collection.
3. **Draft Report:** To be produced during the consultancy before finalisation.
4. **Validation:** Facilitate a validation meeting based on the draft report.
5. **Report finalisation:** Finalise report on the project areas in as well as covering wider national/regional dynamics and integrating suggestions from the validation workshop. Provide a two-page executive summary capturing the main points and findings from the main report.

**Timeframe and Expectations**

Task / activity	Expected deliverable	No. of days
<b>Inception report</b> preparation and presentation to Oxfam management.	Inception report includes a presentation of the consultant’s understanding of the assignment: <ul style="list-style-type: none"> <li>• Complete methodology and sampling design with quality assurance measures.</li> <li>• Detailed work plan.</li> <li>• The sampling design shall include the selection of informants / respondents.</li> <li>• Sample of tools (at least per category).</li> <li>• Approach - Ethical considerations and inclusion of conflict and gender sensitivity.</li> </ul>	3
<b>Desk Study.</b>	A contextualization of gendered drivers of conflict including how men, women and youth are affected.	3
<b>Data collection, data management and analysis.</b>	Data collated and analysis complete.	15
<b>Report writing, validation, and finalisation.</b>	Draft report prepared and shared in soft copy, validation meeting to inform final report with comments duly incorporated and addressed.	9

**Note:** The consultant will keep Oxfam management informed with regular meetings regarding progress. Upon signing the contract, a definitive calendar will be agreed between the consultant and Oxfam in line with the above timeframes.

**Evaluation and Award of Consultancy**

Oxfam South Sudan's technical team in coordination with regional and Affiliate staff will evaluate the proposals and award the assignment based on the technical and financial criteria. Oxfam reserves the right to accept or





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reject any proposal received without giving reasons and is not bound to accept the lowest, the highest, or any bidder. Only the successful applicant will be contacted.

The evaluation criteria associated with this TOR are split between technical and financial as follows:

- 70 % -Technical (**technical score will be done by the program team**).
- 30 % -Financial (Financial score will be done by procurement, finance, and program).

**The Technical Evaluation Criteria is Summarized as Below:**

Technical Criteria	Description
General understanding of the TOR.	Does the proposal demonstrate a clear understanding of the TOR? Does the consultant make an effort to interpret the objectives?
Methodology	To what extent is the methodology clear and detailed? Is the sampling method and sample size computation scientifically acceptable? Are all the relevant methods of data collection included in the proposal?
Team Composition	Does the consultant (or proposed team) have the necessary competencies and experiences as described in the TOR to undertake this assignment?
Experience	Experience of conducting conflict sensitivity analysis, knowledge of conflict and including general understanding of South Sudan conflict context, preferably within proposed geographical area and has competitive advantage. Experience with similar assignments with INGOs/ other organization or institutions.
Work Plan	Is an action plan of the proposal reasonable or realistic? Does it meet the expected deadlines? Is it flexible to accommodate any changes without compromising the deadline and quality of products.
Budget	To what extent is the presented budget reasonable. Is the budget clearly aligned with the planned amount?

### Payment Schedules:

1. 30% after signing of the contract and upon submission of an **inception report**. This report will outline in detail the key scope of the work and detailed study methodology; data collection tools; a work plan/schedule of tasks designating a team member with the lead responsibility for each task and deliverable (output).
2. 30% at the submission of a **draft report** to Oxfam by the consultant.
3. 40% after submission of a final acceptable report to Oxfam.

### Additional Information

- Consultants shall be required to sign and abide by the Oxfam Code of Conduct and Safeguarding Policy (**which includes prevention of sexual exploitation and abuse, and behavior protocols**).
- Consultants shall abide by Oxfam beneficiary data privacy/management policies.

### Reporting

The consultant will report to the Governance Adviser, Oxfam in South Sudan and work closely with Oxfam in Africa's Conflict Sensitivity Coordinator, and Oxfam Denmark's Senior Humanitarian Response & Peacebuilding Adviser.

### Duration:

The assignment is expected to be completed within 30 days upon signing of the contract.





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**Expected Profile of consultant**

- Excellent understanding of conflict issues.
- Advanced university degree in conflict analysis, peace studies, political sciences, or similar subjects.
- At least 5 years of experience conducting conflict analysis/conflict sensitive programming.
- Strong understanding of the context in South Sudan.
- Willingness and ability to travel to South Sudan.
- Excellent communication skills.
- Excellent research, report writing, interview techniques, and analytical skills.
- Experience of working with secondary data analysis/desk reviews.
- Experience of developing research tools and carrying out research.
- Proven ability to deliver against targets and meeting deadlines within short timeframe.
- Relevant experience conducting desk research and on-the-ground research, including engagement with communities, implementing agencies and other key stakeholders.
- Ability to compile and analyse research information and data in a clear format.
- Relevant computer skills: Word, Excel, internet, Power point.
- Written and spoken fluency in English is a requirement (C1 or C2 level for non-native speakers).
- Ability to speak Arabic, and local languages in the selected study areas is considered an advantage.

**Application Process**

Interested applicants who meet the required profile are invited to provide the following:

1. A suitability statement or cover letter including CV (maximum 3 pages).
2. Technical proposal that summarizes understanding of the TOR, key research questions, methodology and tools to be used (Maximum 2 pages).
3. Work-plan indicating the activity schedule (Maximum 1 page).
4. Financial proposal providing cost estimates and consultancy fees/ as well as an indication of your daily rate and availability (Maximum 1 page).
5. Contacts of three organizations with whom you have been contracted to carry out similar assignments.
6. All costs should be quoted in **USD** and will remain valid up to 60(days) from the day of proposal submission.
7. The application, including all required information, is to be submitted by email to **jubaquotations@oxfam.org.uk** at the latest by **4th of March 2024**

