

Mercy Corps Indonesia

Scope of Work for Consultant

Project/Consultancy Title: Developing Draft Academic Paper of Guidelines for the Implementation of Gender Mainstreaming and Disability Inclusion in Disaster Management

Project Location(s): Jakarta

Finance Department Code: 20087

Background:

Mercy Corps Indonesia is part of the global Mercy Corps family, a leading global organization powered by the belief that a better world is possible. In disaster, in hardship, in more than 40 countries around the world, we partner to put bold solutions into action — helping people triumph over adversity and build stronger communities from within.

INVEST DM 2.0 (Investing in Human Capital for Disaster Management) program is a collaborative program between the United States Government (through USAID) and the Government of the Republic of Indonesia (through the National Disaster Management Agency, BNPB). INVEST DM 2.0 is designed as a continuation of the USAID/BHA Technical Assistance and Training Team (TATTs) program (2014-2019) and the first phase of the INVEST DM program (May 2019-Jan 2021). The program is focused on the national level, with many interventions expected to be absorbed by the regions. This program directly supports the National Disaster Management Agency (BNPB) in building the capacity of its human resources (bureaucratic reform and capacity building) and national disaster management (PB) capacity through education and training initiatives as well as system and strategy improvements. It is hoped that these initiatives will contribute to the strengthening of local PB institutions and people at key administrative levels who will be better prepared and able to fulfill their mandate to deliver effective and lifesaving PB services.

Gender equity and disability inclusiveness are priority cross-sectoral initiatives in INVEST DM. In INVEST DM 2.0, support related to mainstreaming gender and disability inclusion will be expanded.

Following the government of Indonesia's regulation on gender mainstreaming and social inclusion, BNPB has had Head of BNPB Regulation (Perka) Number 13 Year 2014 on gender mainstreaming and Perka Number 14 Year 2014 on disability. However, there is no guideline in implementing gender mainstreaming and disability inclusion as a derivative of the two regulations to date. BNPB is currently in progress to finalize Gender Mainstreaming Implementation Roadmap. One of the activities mentioned on the roadmap is developing an academic paper of guidelines for implementing gender mainstreaming in disaster management.

Purpose / Project Description:

This activity aims to support BNPB planning bureau in developing a draft academic paper of guidelines for implementing gender mainstreaming and disability inclusion in disaster management. The academic paper is required as a source to operate procedures on gender

mainstreaming and social inclusion as derivative of Perka Number 13 Year 2014 on gender mainstreaming and Perka No 14 Year 2014 on disability inclusion.

The purpose of Perka Number 13/2014 is to: 1) Implement the principles of justice and gender equality in each component of disaster management implementation; 2) Encouraging gender mainstreaming by developing gender-responsive planning and budgeting in disaster management; 3) Encouraging the realization of protection and fulfillment of the rights of women and men in disaster management.

Meanwhile, the purpose of BNPB Perka Number 14/2014 is a guideline for handling, protecting, and ensuring participation of persons with disabilities in a non-disaster situation, during emergency response, and after the disaster.

Consultant Objectives:

The objective of this consultancy is to develop a draft academic paper of guidelines for the implementation of gender mainstreaming and disability inclusion in disaster management. This academic paper will inform the policy briefs INVEST DM 2.0 aims to develop.

Consultant Activities

Under this assignment, the selected consultant, with INVEST DM 2.0 direction, shall perform the following activities:

1. Develop methodology and work plan
2. Conducting Desk Review on SK the establishment of Gender Working Group within BNPB, Roadmap of the implementation of Gender Mainstreaming within BNPB, all relevant regulations on gender mainstreaming and disability inclusion and provide with the aspects that should be included in the academic paper for discussion with INVEST DM and Planning Bureau
3. Develop the outline of academic paper for discussion with INVEST DM and approved by Planning Bureau
4. Develop initial draft academic paper on the guideline for implementing gender mainstreaming and disability inclusion in disaster management. The draft should include:
 - 4.1. Disability inclusion issue by referring to existing regulation on disability, particularly UU Number 8 Year 2016.
 - 4.2. Content of the academic paper should include:
 - 4.2.1. Introduction (Background, Problem Identification, Objectives, and Functionality, Research Method)
 - 4.2.2. Theoretical Review and Empirical Practice
 - 4.2.3. Evaluation and Analysis on Related Regulation
 - 4.2.4. Philosophical Basis, Sociological Basis, and Judicial Basis
 - 4.2.5. Perka Reach Out (*Jangkauan*), Setting Direction (*Arah Pengaturan*), Scope (*Ruang Lingkup*)
 - 4.2.6. Closing (Conclusion, Recommendation)
5. Present the initial draft academic paper, including slide decks on the guideline for implementing gender mainstreaming and disability inclusion in disaster management, to INVEST DM 2.0, BNPB planning bureau, and BNPB legal bureau for feedback.
6. Develop final draft academic paper including slide decks on the guideline for implementing gender mainstreaming and disability inclusion in disaster management by incorporating feedback from INVEST DM 2.0, BNPB planning bureau, and BNPB legal bureau.

Consultant Deliverables:

The Consultant shall deliver to INVEST DM 2.0 the following deliverables:

1. Report on the result of desk review.
2. Outline of academic paper approved by Planning Bureau.
3. Final draft academic paper of guidelines for implementing gender mainstreaming and disability inclusion in disaster management, including slide decks that incorporate the feedback from INVEST DM 2.0, BNPB planning bureau, and BNPB legal bureau.

Timeframe / Schedule:

The period of the performance is for 20 days intermittent input with the following schedule:

1. Desk Review, Outline, and Initial Draft academic paper: Fourth week of November 2021.
2. Presentation of an initial draft academic paper (including slide deck) delivered to INVEST DM 2.0, Planning Bureau and Legal Bureau, and policy brief: First week of December 2021.
3. Final draft academic paper and presentation: Third week of December 2021.

The Consultant will report to:

INVEST DM 2.0 Senior Gender Specialist.

The Consultant will work closely with:

INVEST DM 2.0 Senior Gender Specialist with input as needed from Workforce Planning and Development Advisor and Senior Knowledge Management, Communications and Research Specialist, BNPB Planning Bureau, and BNPB Legal Bureau.

Close supervision and support will be provided by INVEST DM 2.0. The selected consultant is expected to engage in day-to-day communication with INVEST DM 2.0 and BNPB. The selected consultant shall maintain an effective working relationship and consolidate the methodology to ensure that BNPB thoroughly understands the work.

INVEST DM 2.0 will facilitate communications throughout the contract period and shall actively participate in coordination, oversight, and implementation of this work. This may include adjustments in implementation as deemed necessary by INVEST DM 2.0.

Required Experience & Skills:

- Advanced degree in social science or humanities.
- Has a minimum of 10 years of experience working on the issue of gender, and preferably also has working experiences on the issue of disability and social inclusion.
- Demonstrated expertise, skills, and experience working within government institutions, such as ministries/state institutions/regional government.
- Has prior working experience in developing academic papers (*naskah akademik*) and policy briefs.

How to Apply:

Qualified individuals (national only) can submit their application to procurement@id.mercycorps.org with the subject "Academic Paper Gender Mainstreaming & Disability Inclusion in DM" no later than October 25th, 2021. The application should include:

- Applicant's understanding of the scope of work and proposed methodology
- Curriculum Vitae
- Price Quotation inclusive of tax, outlining the level of efforts (person-days) and daily rate

Diversity, Equity & Inclusion

Achieving our mission begins with how we build our team and work together. Through our commitment to enriching our organization with people of different origins, beliefs, backgrounds, and ways of thinking, we are better able to leverage the collective power of our teams and solve the world's most complex challenges. We strive for a culture of trust and respect, where everyone contributes their perspectives and authentic selves, reaches their potential as individuals and teams, and collaborates to do the best work of their lives.

We recognize that diversity and inclusion is a journey, and we are committed to learning, listening and evolving to become more diverse, equitable and inclusive than we are today.

Equal Employment Opportunity

We are committed to providing an environment of respect and psychological safety where equal employment opportunities are available to all. We do not engage in or tolerate discrimination on the basis of race, color, gender identity, gender expression, religion, age, sexual orientation, national or ethnic origin, disability (including HIV/AIDS status), marital status, military veteran status or any other protected group in the locations where we work.

Safeguarding & Ethics

Mercy Corps Indonesia team members are expected to support all efforts toward accountability, specifically to our stakeholders and to international standards guiding international relief and development work, while actively engaging communities as equal partners in the design, monitoring and evaluation of our field projects. Team members are expected to conduct themselves in a professional manner and respect local laws, customs and MCI's policies, procedures, and values at all times and in all in-country venues.