

## TERMS OF REFERENCE

### TERMS OF REFERENCE – Individual Consultancy to Develop a Report on the Barriers to Women’s Political Participation in Sri Lanka

Hiring Office:	UNFPA, Sri Lanka
Purpose of consultancy:	<p>The United Nations is committed to promoting gender equality and women's empowerment in Sri Lanka and has included it as a dedicated outcome in the United Nations Sustainable Development Cooperation Framework 2023-2027. As part of this agenda of the Outcome Results Group 6 on Gender Equality and Women’s Empowerment, Women’s Active Political Participation and Representation at all levels is considered a critical aspect of its priority programme.</p> <p>Over the years, Sri Lanka has made significant progress in promoting gender equality and women's empowerment by achieving parity in education, high literacy rates and good health outcomes for women and the recent introduction of the National policy on gender equality and women’s empowerment. However, despite comprising 56% of registered voters in Sri Lanka, women continue to face substantial barriers to political participation, resulting in their severe underrepresentation in political leadership. As of 2024, women hold only 5.3% of seats in the national parliament, reflecting persistent systemic challenges and gender biases within the political landscape. At the national level, the representation of Tamil and Muslim women remains particularly low, with no significant presence in parliamentary seats. Furthermore, despite legal provisions for quotas at the local level, provincial councils and local administrative bodies in Sri Lanka continue to exhibit low levels of female representation.</p> <p>Understanding these obstacles is crucial for formulating strategies to enhance their involvement. The UN in Sri Lanka conducted a mapping exercise to map available literature on women’s political participation in Sri Lanka and is hiring a consultant to enhance this into a comprehensive literature review of the barriers to women's political participation in Sri Lanka and facilitate a stakeholder consultation to identify key priorities for action.</p> <p>UNFPA Sri Lanka is recruiting a consultant to produce a detailed and comprehensive literature review that identifies, categorizes, and analyzes the barriers to women's political participation and representation in Sri Lanka. In addition, the assignment will entail organizing a multi-sectoral stakeholders’ consultation to understand different perspectives in defining the</p>

	<p>key priority actions to address low women’s participation and representation in politics and political spaces. Ultimately, the assignment will lead to the production of a research brief which will serve as a foundation for policymakers, researchers, and advocates to develop informed strategies to improve women's political engagement.</p>
<p>Scope of work:</p> <p><i>(Description of services, activities, or outputs)</i></p>	<p>The consultant will:</p> <ol style="list-style-type: none"> <li>1. <b>Conduct a Literature Review:</b> review existing literature, including academic studies, policy papers, and reports on women’s political participation and representation in Sri Lanka.</li> <li>2. <b>Identification of barriers:</b> Identify and categorize the various barriers (socio-cultural, economic, political, legal, and institutional) that hinder women's political participation and representation and analyze how these barriers manifest at different levels (local, regional, national) and in different contexts (urban, rural).</li> <li>3. <b>Stakeholder consultation:</b> facilitate a stakeholder consultation to gather stakeholders’ insights, and validate and refine the literature review findings and recommendations for advocacy, policy and programme interventions.</li> <li>4. <b>Analysis and Synthesis:</b> prepare a report detailing the methodology, findings, conclusion and recommendations, best practices and strategies from a comparable context that could be adapted to Sri Lanka. The report should also highlight any gaps in the existing literature, interrogate the result of the consultation, and provide an operating conceptual framework for enhancing women’s political participation in Sri Lanka.</li> </ol>
<p>Duration and working schedule:</p>	<p>The duration of the consultancy is 35 working days from August to September 2024.</p>
<p>Place where services are to be delivered:</p>	<p>Colombo, Sri Lanka</p>
<p>Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):</p>	<ul style="list-style-type: none"> <li>● Inception report detailing the methodology, timeline and budget - 5 days</li> <li>● Draft a literature review report - 15 days from approval of the inception report</li> </ul>

	<ul style="list-style-type: none"> <li>● Facilitate a stakeholder consultation - 5 days (including preparation)</li> <li>● Final report – a revised report incorporating results from the stakeholder consultation - 8 days</li> <li>● Powerpoint Presentation summarizing key findings and recommendations - 2 days after submission of the final report.</li> </ul> <p><i>Delivery dates and how work will be delivered will be agreed between the consultant and UNFPA. Outputs will be required in soft copy.</i></p>
<p>Monitoring and progress control, including reporting requirements, periodicity format and deadline:</p>	<p>The consultant will submit timesheets with reports on deliverables completed.</p>
<p>Supervisory arrangements:</p>	<p>The consultant will directly report to the National Programme Analyst for Population Data and Ageing.</p>
<p>Expected travel:</p>	<p>No travel is expected.</p>
<p>Required expertise, qualifications and competencies, including language requirements:</p>	<p><b>Academic/Professional Qualification:</b></p> <ul style="list-style-type: none"> <li>● Masters degree in political science, gender studies, sociology, or a related field is required.</li> </ul> <p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>● At least 5 years of proven experience in conducting literature reviews, research and report writing on gender and political participation is required.</li> <li>● Experience in facilitating stakeholder consultations is required.</li> <li>● Familiarity with the socio-political context of Sri Lanka is required.</li> <li>● Experience working with stakeholders on women’s political participation and representation is an advantage.</li> </ul> <p><b>Values:</b></p> <ul style="list-style-type: none"> <li>● Exemplifying integrity</li> <li>● Demonstrating commitment to UNFPA and the UN system</li> <li>● Embracing cultural diversity</li> <li>● Embracing change</li> </ul> <p><b>Competencies:</b></p> <p><u>Core Competencies:</u></p> <ul style="list-style-type: none"> <li>● Achieving results</li> <li>● Being accountable</li> <li>● Developing and applying professional expertise/business acumen,</li> <li>● Thinking analytically and strategically</li> </ul>

	<ul style="list-style-type: none"> <li>● Working in teams/managing ourselves and our relationships</li> <li>● Communicating for impact</li> </ul> <p><u>Functional Competencies:</u></p> <ul style="list-style-type: none"> <li>● Delivering results-based programme/Ability to meet the deadlines</li> <li>● Good planning and organisational skills including multi-tasking and time management</li> <li>● Excellent writing and communication skills in English</li> <li>● Proficiency in MS Office software</li> <li>● Strong analytical and report-writing skills</li> <li>● Ability to deliver high-quality work within the specified timeframe</li> </ul> <p><u>Language:</u></p> <ul style="list-style-type: none"> <li>● Fluency in spoken and written English and Tamil and/or Sinhala</li> </ul>
<p>Inputs / services to be provided by UNFPA or implementing partner (e.g. support services, office space, equipment), if applicable:</p>	<p>Office space. The consultant is expected to use her/his own office equipment.</p>
<p>Other relevant information or special conditions, if any:</p>	<p><u>Remuneration:</u> A lumpsum amount will be paid as a consultancy fee upon satisfactory completion of the agreed deliverables.</p>