

VACANCY ANNOUNCEMENT

JOB CATEGORY: PROGRAMMES

Vacancy Open Period: 26TH July 2018 – 7th August 2018

ORGANIZATION: WORKERS RIGHTS WATCH SOCIETY

Job Title: Consultant

Department: Programmes

Reporting to: Programs coordinator

Supervises: None

Contractual Duration: 30 days

Location: Kiambu Town – 24/7 Building Suite C5

DESCRIPTION

Baseline Study & Impact Assessment for up scaling the adoption of the Proposed Sexual Harassment policy in the Kenyan Horticultural Sector; Cut flower subsector

Terms of Reference

1. Background of the assignment

In 2015, in Kenya, WRW and WWW, working in collaboration with KFC, Fairtrade Africa and 7 flower farms in Kenya, co-developed the model sexual harassment policy as part of a pilot project implemented in 7 flower farms of Kenya. The project's aim was to develop participatory and sustainable workplace structures that protect women workers from sexual harassment. The policy would define sexual harassment and spell out the measures required for its implementation at farm level as well as the structures responsible for aspects of ensuring its implementation.

The implementation phase involved training of supervisors and managers of flower farms on both the substantive provisions of law relating to sexual harassment as well as the practical mechanisms for preventing or redressing sexual harassment. Gender Committees in the respective farms were also trained on how to handle reported cases as well as their broader functions in regards to contributing to the prevention of sexual harassment in the workplace. Ultimately, the duty of implementing the policy would fall upon the management through the management structures and the Gender Committee. The workplace shop stewards would be tasked with monitoring the implementation of the policy, on a day to day basis.

In this phase of the project covering August 2018 to July 2019, Hivos has granted WRW to scale up and to intensify the implementation of the project in Kenya. This phase will draw from the learning of the initial project phase and from the goodwill of the flower sector to foster the

development of a culture of protection of women workers from sexual harassment at the workplace.

The Main Objective is to implement a model workplace sexual harassment policy which provides structures and space for addressing and redressing sexual harassment in the workplace, through inclusive and participatory approaches by December 2018.

The baseline study will have a three-prong approach;

- 1) An impact assessment,
- 2) A support and advocacy needs assessment,
- 3) A training needs assessment.

In the Impact Assessment we seek to interrogate the actual impact of the pilot phase on the farms and their communities in comparison to the sexual harassment situation in non- piloted farms.

The support and advocacy assessment will explore the areas of intervention for the project and the beneficiaries/ implementers. It will guide WRW, Hivos and other stakeholders in establishing platforms for advocacy and designing tools to promote the inclusion of gender committees and other users of the policy.

The training needs on the other hand will establish relevant areas of capacity strengthening for workers, Gender committees, trade union representatives (specifically shop stewards and branch officials), managers, independent evaluators and certification bodies towards effective implementation of the Sexual Harassment policy in the sector.

2. About The Organization

Workers Rights Watch (WRW) is a non-governmental organization registered in 2000 and whose membership comprises shop stewards and key leaders in Kenya.

The mandate of WRW is to foster collaborative dialogue between workers and actors who affect and those affected by their work. In promoting this dialogue, WRW believes that complimentary role exists between non-governmental organizations and other stakeholders.

It takes cognizance of the restrictive nature of the current provision of the rights to organize and that workers representatives especially at the shop floor level are vulnerable to intimidation by both the management and top union leadership.

WRW's ultimate aim is to ensure that workers leaders at the shop floor level and neighborhood communities have an opportunity to consult and promote corporate citizenship and good working conditions.

The vision of WRW is "To have workplaces free from violation of workers' rights" and its mission is "To provide workers' and neighboring community with rights based approach founded on dignity, equality, vibrancy and justice for all".

The Assignment

We are looking for a consultant with the capacity to undertake an in-depth baseline study that encompasses an impact assessment, a support and advocacy needs assessment and a training needs assessment on the existing newly adopted sexual harassment policy.

Specifically, the consultant will be expected to:

- a. Map out stakeholders relevant to the successful implementation of the SH project.
- b. Undertake an analysis (from primary and secondary sources) of the status adoption in the pilot farms and compare the gaps with the non-piloted farms to establish the progresses made and the value added by the previous phase and adoption of the policy.
 - What needs to be done to improve on the mechanisms put in place to effect the adoption of the policy?
- c. Identify measurable indicators used by the current certification systems to assess the status of Sexual Harassment and Sexual Gender Based violence in the farms and propose results based, measurable indicators for the measuring Sexual harassment in the farms.
- d. Identify capacity gaps for the various stakeholders in implementing the policy and propose training areas.
- e. Identify owners of certification standards and recommend to the project feasible ways of engaging with the certifying bodies/agencies and the owners of certification standards with specific focus on entry points.
- f. Undertake a support and advocacy needs assessment highlighting clearly the means, strategies and platforms that would be effective in engaging all relevant stakeholders' map out and play their respective roles in ensuring the adoption of the policy is effective, and the mechanisms put in place by farms to eliminate sexual and gender based violence are sustainable.

Deliverables (Tasks and Timelines)

Task

1. An inception report that outlines the methodology (data collection methods, tools, sampling methodology etc) to be used, and the support expected from the contracting organization
Timeline: 3 days after signing the contract
2. A draft baseline report with clear analysis of the tasks described above and which incorporates an impact assessment, a readiness assessment and a training needs assessment and recommendations relevant to the project as they respond to the assignment above
Timeline: 20 days after approval of the inception report
3. A revised report that satisfactorily incorporates feedback from Hivos and WRW on the draft report.
Timeline: 4 days upon receipt of feedback on the draft report
4. Presentation of the findings of the report during the validation meetings with stakeholders

Timeline: The validation meeting will be convened by the implementing partners within three weeks of receiving the final report.

5. A final report that incorporates feedback from the validation meeting

Timeline: 3 days after validation meeting

5. Timeframe: The consultant will be engaged for a period of 30 days starting from 1st September 2018 and will be expected to submit the final report on or before 30th September 2018.

6. Consultant is required to possess

- A Post-graduate course (Msc. / other relevant qualifications) preferably in Law, Agriculture, Economics or related course.
- Demonstrable experience in assignments of a similar nature, including interaction and understanding of the horticulture sector, its dynamics and the broad spectrum of certification standards (specifically on the social and environmental aspects of certification standards).
- Professional experience in conducting research (data collection & analysis)
- Good analytical skills
- Excellent documentation and writing skills, attested by past written papers;
- Ability to meet project deadlines with no supervision.

7. Contents of the bid

The consultant should include the following information in the bid:

- Proposed methodology for the study
- Indicative timelines/detailed work plan
- Expected consultancy fee for this assignment including running costs (travel, accommodation, meals, communication costs etc incurred during the execution of this consultancy)
- Detailed profile of the applicant, indicative of previous relevant experience
- Reference for client for similar assignment
- At least a copy of a completed similar assignment
- Any other information relevant to this TOR

8. Contacts

Interested consultants (individuals and firms) with experience in executing similar assignments are invited to submit their expression of interest/bids by close of business on 7th August 2018 addressed to info@workersrightwatch.org

Disclaimer

WRW is an equal opportunity employer committed to ensuring diversity within our organization and will seek to recruit the most qualified person for the job irrespective of race, color, marital status, ethnicity, disability, religion, gender, sexual orientation or nationality. All qualified persons are encouraged to apply. Successful candidates will be contacted for interviews.