

TERMS OF REFERENCE (ToR)

Qualitative case studies of the work of three Georgian organisations that KVINFO support, and their impact on Georgian society in relation to gender justice.



Consultancy related to project numbers: 7-702-7021-702102

Date: 2.4.2024

BACKGROUND

KVINFO, Denmark's Knowledge Center for Gender and Equality, is looking for a Georgian consultant to conduct three case studies exploring the work of three women's human rights organisations that KVINFO collaborates with in Georgia. The case studies are a part of the Gender Equality and Inclusion Programme, a three-year programme financed by the Danish Ministry of Foreign Affairs, with the objective to improve gender justice in Georgia and Ukraine. The programme is implemented by KVINFO in collaboration with three organisations in Georgia, and two organisations in Ukraine, all of which are working on gender justice issues. The programme started in December 2021 and runs until November 2024.

The consultant will take the lead in conducting qualitative case studies focused on exploring and improving the understanding of the broader features and processes in the work and strategies of the organisations. The case studies will be conducted in close collaboration with KVINFO and the Georgian organisations. The assignment will involve co-designing the case studies, conducting interviews with representatives from each organisation and with external stakeholders, and elaboration of reports of approximately seven pages per report for each case study (two reports per case study; one in English and one in Georgian) based on analysis of the findings.

This kind of documentation, which highlights the context, content, results and importance of the organisations' work, is essential not only for the organisations and KVINFO, but also for the donor.

This process of developing case studies with organisations that KVINFO supports, is something new that KVINFO is embarking upon. KVINFO intends to use this approach to capture learning from different partners over time, and thus this process in itself will also be a reflective one that allows for KVINFO, the partner organisations and the consultant to touch base and discuss at important moments to ensure we are on the right track.

OBJECTIVES

The consultant will conduct a case study for each of the three organisations in Georgia. Each case study will focus on a specific topic, which has been decided and agreed on with the organisations, regarding the work and strategies of the organisations.

The main purpose of the case studies is twofold:

1. To produce high-quality documentation of how select methods, tools and strategies used by respective organisations contribute to social change, with a specific focus on gender equality and inclusion. The case studies shall, in an insightful manner, tell the stories of the organisations' work.

2. To dig deeper into a specific topic, agreed on with the respective organisation, in order to increase the understanding of how certain methods, tools and strategies are used in the work of the organisations, and what these methods, tools, and strategies lead to.

Overall guiding questions for the case study per organisation will be developed together with KVINFO and the organisations once this assignment starts. A more detailed set of questions, that can be used by the consultant for the case studies, will also be developed in consultation with KVINFO and the Georgian organisations.

KVINFO makes reference in the preliminary guiding questions below to 'domains'. This is taken as a concept from the Danish Ministry of Foreign Affairs guidance on case studies, which KVINFO is using as a source of inspiration. More information can be shared with the successful applicant at a later stage as needed.

Preliminary guiding questions

Women's Fund in Georgia (WFG):

What transformative change (individual and systemic), in terms of gender justice, happens after WFG gives a voice to grass roots civil society organisations (CSOs) working on gender equality?

Primary focus is on domain three: *Changes in the capacity of organisations and communities to support people's rights*

Secondary focus is on linkages with Domain One: Changes in the lives of people facing poverty, marginalisation or vulnerability, and/or the realisation of their rights **and Domain Four:** Changes in partnerships and collaborations that support people's rights.

Women's Information Center (WIC):

Does WIC's work at the municipal level result in any change in behaviour of individual municipal council members and other duty bearers or any changes at systemic level (municipality or national) and if so, what are these changes? If there are changes, what impact (positive or negative) has that had on end-beneficiaries living in those communities?

Primary focus is on domain two: *Changes in laws, policies and practices that affect people's rights*

Secondary focus is on domain three: *Changes in the capacity of organisations and communities to support people's rights*

Union Sapari:

Does Union Sapari's awareness raising work and campaigning make an actual difference to changing perceptions in society and if so what are these changes? How does Union Sapari's approach contribute to any changes in perceptions, or even behavior, at the individual and systemic level, respectively?

Domain Two: *Changes in laws, policies and practices that affect people's rights*

These cases studies are not:

- An objective evaluation of an intervention / a project
- A validation or verification exercise, but rather an opportunity to reflect and learn.
- An exhaustive description of the organisation or the intervention

KEY TASKS

1. **Case study design and planning:** Develop a comprehensive work plan, including a set of questions, methodology (which should include a feminist approach¹), and data collection strategies. A proposal for a draft plan for the case studies is to be submitted as part of the application for the consultancy position (see section 'APPLICATION'). The draft plan will be reviewed and revised, if needed, in collaboration with KVINFO and the organisations before commencement of the studies.
2. **Data collection:** Collect qualitative data through interviews with representatives from the organisations, and external stakeholders that will be defined by the organisations, in collaboration with the consultant and KVINFO, to explore the content and impact of the organisations' work for improved gender justice. The data collection can be realised both through individual interviews and through focus group discussions in Georgia.
3. **Report Writing:** Produce high quality case study reports in English and Georgian that highlight the content, results and importance of the organisations' work. The style should not be overly academic or theoretical but rather reader friendly, clear, easy to understand, and engaging.

DELIVERABLES

- A detailed plan for the case studies. It is expected that the draft plan submitted as part of the application be reviewed and revised, if needed, by KVINFO in consultation with organisations before commencement of the study.
- Interviews with representatives from each organisation (in total three organisations) based on standard ethical principles in terms of consent and data protection.
- Interviews with people who are not part of the organization that KVINFO supports, are based on standard ethical principles in terms of consent and data protection.
- Three case studies following a similar structure, in English and Georgian. Each case study should comprise around seven pages. The case studies should be of high quality, and reader friendly, without being overly academic. The case studies are written for KVINFO, for the Georgian organisations involved, and for the Danish Ministry of Foreign Affairs.
- The consultant is expected to invite discussion with KVINFO at pre-arranged intervals throughout the implementation of the case studies.

QUALIFICATIONS AND SKILLS

- Preferably a Master's degree in a relevant field (sociology, gender studies, psychology, humanities, etc.). A Bachelor's degree with a proven experience in research is accepted.
- Proficiency in qualitative research methods, especially interviews, and data analysis. Insights into feminist research methodology is a requirement.
- Experience in writing communication material an advantage.

¹ Feminist approaches to knowledge production wish to confront hierarchies of power and knowledge that have historically blocked or silenced the experience (views, voices and perspectives) of subjects who carry gendered identities, existing in racial, cultural and class hierarchies. Abstract, generalized forms of knowledge, lacking the complexity and contradictions of women's (and anyone's) lives are excluding. Feminist approaches seek to recognize and celebrate the importance of relationship, interaction, and intersubjective knowledge building in researching the social world. Feminist research is focused on lived experiences and the subjective, aiming to produce situated knowledge that encompasses partiality and intersectionality. Research outcomes of these approaches aim to be transformational and address inequities. In research designs, feminist research therefore engages participants and stakeholders as collaborative partners.

- Strong/good knowledge of gender justice issues and development work.
- Good organisational skills, ability to work independently and respect for deadlines.
- Excellent written and verbal communication skills in Georgian and English.
- Experience in producing high-quality research/case studies/articles.
- Ability to think outside the box and bring fresh perspectives.
- Ability to accept and integrate feedback and change.

SCOPE OF WORK

The consultant will focus on the three organisations based in Tbilisi, and will meet representatives from these for interviews and/or focus group discussions, either online or in person. The location of the external stakeholders can vary; therefore, the interviews with these can take place online. If the possibility is available, the consultant can meet with stakeholders face to face with the logistical support of partners. This would have to be discussed and agreed upon with the organisations that KVINFO supports in Georgia, depending on availability and resources.

If one or more tasks are left out, it should be justified by the consultant in consultation with KVINFO.

TIMEFRAME

1st May 2024 – 2nd August 2024.

APPLICATION

To apply for this consultancy position, you are invited to send the following documents to essi.erlands@kvinfo.dk and leana.islam@kvinfo.dk no later than **19th April 2024**. The application should include:

1. CV.
2. Motivation letter.
3. A proposal of a draft plan for the case studies, including a work plan with estimated number of hours/days needed for the completion of the tasks, and your hourly/daily rate. Elaboration of your feminist approach to the task.
4. 2-3 samples of similar work in English to demonstrate writing skills and quality of previous research/case studies/articles.