**Application deadline extended: Expert: Municipal Mitigation Plan Development (Violence Against Women and Girls)**

**OBJECTIVE**

Kosova-Women 4 Women is seeking a qualified expert as part of the "Together Building Resilience" project, funded by the United Nations Trust Fund (UNTF). The primary objective of this consultancy is to engage an expert who will lead the development of mitigation plans aimed at addressing the consequences of the COVID-19 pandemic, with a specific focus on Violence Against Women and Girls (VAWG). This effort is informed by a comprehensive Assessment Report. The appointed expert will conduct workshops in six municipalities: Drenas, Ferizaj, Lipjan, Podujevë, Shtërpcë, and Skenderaj. The expert will work closely with municipal experts to formulate mitigation plans. Furthermore, the expert will be responsible for creating structured monitoring forms to facilitate local organizations in tracking the progress of municipal mitigation plans.

**SCOPE OF WORK**

**Mitigation Plan Development:**

Collaborate with municipal experts to analyze the Assessment Report's findings on the impact of the COVID-19 pandemic on VAWG.

Identify critical areas of concern and assess the pandemic's effects on VAWG within the specified municipalities.

Work hand in hand with municipal experts to devise comprehensive mitigation measures tailored to each municipality's unique challenges and VAWG-related needs.

**Workshops and Collaboration:**

Develop detailed workshop agendas and session plans for each municipality, outlining specific topics, objectives, and activities to be covered during the workshops.

Organize and conduct workshops in the municipalities of Drenas, Ferizaj, Lipjan, Podujevë, Shtërpcë, and Skenderaj.

Facilitate engaging discussions and planning processes during these workshops.

**Monitoring Form Drafting:**

Assist KW4W in the selection of organizations responsible for monitoring the mitigation plans in each municipality.

Collaborate closely with Kosova – Women 4 Women to create structured monitoring forms aligned with the mitigation plans' objectives.

**DELIVERABLES**

Upon the completion of this consultancy, the following deliverables are expected:

* VAWG-focused mitigation plans tailored to the specific needs of each specified municipality, grounded in the Assessment Report.
* Structured monitoring forms customized to address VAWG-related concerns, enabling local organizations to effectively monitor the progress of mitigation plans.

**TIMELINE**

The consultancy assignment will span a total of **30 days**, distributed as follows:

* **3 days per municipality:** The expert will allocate 3 days to each of the six municipalities (Drenas, Ferizaj, Lipjan, Podujeva, Shtërpcë, and Skenderaj) for conducting workshops, facilitating discussions, and collaborating with municipal experts on the development of tailored VAWG mitigation plans.
* **2 days for finalization of the mitigation plans per municipality:** After completing the workshops in all six municipalities, an additional 2 days per municipality will be designated for the expert to finalize and consolidate the mitigation plans, ensuring they comprehensively address the specific needs and challenges of each municipality.

**QUALIFICATION AND EXPERTISE**

Qualified candidates should possess the following qualifications and expertise:

* Minimum BA degree in Social Sciences or relevant field
* Extensive experience in VAWG-related response and mitigation planning.
* Profound understanding of the implications of the COVID-19 pandemic on VAWG.
* Preferred qualifications include collaborative skills and a proven track record of effective teamwork with municipal experts.

**REPORTING**

The selected expert will report to KW4W, providing regular updates on progress, challenges encountered, and deliverables achieved.

**NECESSARY DOCUMENTS FOR APPLICATION:**

1. CV and cover letter focused on the skills and experience requested by the current consultancy;

2. A short concept note (no more than one page) that highlights the structure of the workshops, including key components such as session topics, objectives, activities, and/or any innovative elements to enhance the workshop's effectiveness.

3. Contacts of 3 professional references

4. Financial offer for daily fee

**APPLICATION DEADLINE**

The application deadline **is 25 October, 2023.** Please send all required documents to [human.resources@k-w4w.org](mailto:human.resources@k-w4w.org) with the subject line: **Municipal Mitigation Plan Development Expert - UNTF**

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