



Functional Title	: GBV Manager
Responsibility level/Grade	: Manager / Grade G
Department/Project/PN	: GJHER / Central Office
Work station	: Kathmandu (with frequent field visits)
Incumbent's Name	: To Be Determined
Line Manager	: Thematic Coordinator- GJHER
Co Evaluator	: Program Director (PD)

JOB SUMMARY

CARE aims to ensure that women, girls, and others most at risk of GBV from diverse backgrounds are safe, respected, valued and have their rights upheld by building agency, changing relations and transforming structures. CARE and its partners' commitment to gender transformative work includes ensuring the prevention and mitigation of, and response to, gender-based violence (GBV) and protection needs.

The GBV Manager is a central position for CARE Nepal efforts to strengthen gender and GBV/ GBV in Emergencies (GBV/iE) integration into country programming and, to support development and/or implementation of transformative programming approaches and models that support attainment of greater impact at scale. The candidate will play a critical role in ensuring technical quality of CARE's GBV/iE) mainstreaming and standalone programming through support to program design and resource mobilization; implementation; monitoring, evaluation, accountability and learning (MEAL); and research and policy work.

The position will ensure that gender, GBV and Protection are put at the center of CARE Nepal's development, humanitarian and (humanitarian-development and peace) nexus work by providing capacity building and technical support to Country Office team and implementing partners. Candidate will be responsible for the implementation of CARE's approach and principles to address GBV. The candidate will initiate and oversee GBV related country research and evaluation studies that build evidence to support the CO engagements and influence.

Reporting to the thematic coordinator of GJHER, the position will manage and/or oversee ongoing country initiatives and related teams. In addition, the candidate will coordinate the development of new initiatives in close collaboration with Program and Business development teams, as well as with relevant units at CMPs. Candidate reports to the GJHER coordinator with dotted lines to the PD and will be a key member of GJHER team, playing a vital role in the broader strategic, programmatic fundraising and advocacy work for GBV related initiatives.

The employee shall fully comply with CARE policies and procedures and should be accountable for it.

KEY RESPONSIBILITIES AND TASKS:

R1. Strengthening and scaling gender and GBV integration into country programming.

- Facilitate and/or lead on CARE Nepal's and partners (where applicable)'s capacity building and technical support on gender and GBV to equip them with knowledge and skills to integrate gender into programming.
- Ensure that Gender and GBV approaches are mainstreamed into CARE's development and nexus work.



- Provide technical support and accompany country teams' efforts to integrate gender sensitive / responsive/ transformative approaches into programs designs, implementation and MEAL systems and processes. (GBV risk mitigation, protection mainstreaming and technical assistance for standalone protection, GBV response and prevention programming)
- Take part in and provide support for the design/review and implementation GBV programs in alignment to country strategic processes such as the canvas, country advocacy strategy, regional roadmap etc.
- Ensure that GBV in Emergency program is linked up with long term GBV programming.

R2. Implementation of CARE Nepal GBV interventions:

- Initiate and strengthen GBV programming activities, consult with local communities especially women and youth, local staffs and stakeholders about their priorities for the program particularly on GBV issues and related services.
- Ensure the mainstreamed GBV focus across all projects is well understood and achieved within the project outputs and outcomes, Coordinate this with all thematic coordinators on GBV integration across all related projects.
- Contribute to assessments, mapping exercises (e.g. social norms mapping) and research initiatives on GBV and cross-cutting areas as required
- Ensure Key areas such as SOP, GBV related skills, coordination, prevention and response, Referral pathways are covered.
- Support in implementing the usage of the government's SoP on GBV case management in the project sites in the emergency projects and overall GJHER theme.
- Development of training modules appropriate to the context of the country aligning to the national protocols and guidelines on GBV and Protection

R3. Ensure GBViE integration into humanitarian programs:

- Ensure GiE and GBViE standards, approaches, tools and materials are well socialized at the country and Partners level. This includes approaches and tools such as GBViE, WLiE, RGA, etc.
- Strengthen use of GBViE approaches and tools in CARE's humanitarian and nexus work providing technical support to integrate GiE considerations into Emergency Preparedness Plans (EPP) and humanitarian responses, through participation in EPP processes when possible and/or review of draft plans.
- Support and/or coordinate the development of national Rapid Gender Analyses.
- Support the CO in reviewing and strengthening GiE in the country strategy.
- Ensure that Gender and GBV/iE approaches are mainstreamed considering intersectionality.

R4. Information, Analysis and Program Support:

- Support the collection and analysis of sex- and age- disaggregated data (quantitative, qualitative and anecdotal) as well as streamlining the needs assessment, collection and analysis considering GBV aspects so that it can be more effective in meeting beneficiary needs.
- Ensure that issues of GBV and SEA are explored in sensitive ways, and that services and follow-up are provided in keeping with CARE's guidelines.
- Contribution to policy analysis, collection/generation, and dissemination of evidence
- Contribute to elaboration of implementation guidance for working with WLOs, WRO's, social movements, women-led advocacy and humanitarian response models for addressing GBV



- Collect and promote good practices and lessons learned, contributing to a collection of replicable good practices for GBV in programming.
- Support the replication and scaling up of promising models.
- Coordination of GE/GBViE related studies, evaluation and learning events
- Participate in CARE's existing gender and GBV/iE communities of practice and ensure CARE Nepal's practices incorporate and contribute to global learning.

R5. Capacity Building of staff and partners related to GBV:

- Support capacity building of CARE staff, volunteers and partners on GBV/iE programming, build capacity of the team to be able to review, adapt and operationalize implementation plans within a constantly changing operational environment.
- Ensure that international standards of the IASC GBV are met in the design and ensured in implementation and evaluations.
- Ensure Key areas such as SOP, GBV related skills, coordination, prevention and response. Referral pathways are covered in the capacity building package.
- Design the training in consultation with the key CO staff and partner staff.
- Train and orient CARE staff and partners on Minimum Standards in relation to gender issues and GBV in Emergency Response as required.

R6. Coordination, Representation and Advocacy:

- Coordinate with partners at national as well local level on GBV integration
- Build strategic alliances with other key actors internally and externally to advocate strengthened GBV capacity building.
- Represent CARE at country level on Gender, GBV/iE related issues, as appropriate, with key stakeholders including but not limited to donors, peer agencies, governments and private sector.
- Take part in design and implementation of the GBV advocacy strategy.
- Provide technical support to and identify opportunities for the development of relevant advocacy and communication/information materials to address GBV In emergencies.
- Contribute to the gender and GBV/iE policy dialogues through coordination with Gender and GiE teams, Humanitarian Team and Policy and Advocacy unit, etc.
- Amplify the collective action of solidarity groups and networks and movements at community, national and regional levels.
- Participate in regional WLO and youth platforms and feminist spaces

R7. Upholding CARE's Core values and ensuring its principles.

- Comply and exercise organizational values and culture
- Help to promote rights and good governance
- Responsible for Gender and GESI responsive behavior in all actions and decisions
- Responsible for implementing and achieving GESI goals of the organization
- Conduct Safeguarding risk assessment of program and partners and prepare safeguarding activities in project activity plan to mitigate the risk identified.
- Hold regular staff meetings where safeguarding is part of the agenda and safeguarding issues are discussed and monitor the implementation of safeguarding in the team/ department.
- Establish Feedback and Accountability mechanism at program and partners level and follow up and address safeguarding issues promptly with the support from CO safeguarding focal points.



- Demonstrate positive behaviors following CARE code of conduct and uphold implementation of CARE Safeguarding policy at all level.

Other tasks: Depending on the situation and time, CO can request additional tasks as necessary especially on Gender integration.

Authority:

Spending Authority: None

Supervision: None

Working conditions:

Based in Kathmandu with frequent travel to project districts.

PERSON SPECIFICATION AND REQUIREMENTS

Qualifications:

- 5-10 years' experience in global development or humanitarian sector, including 2+ years' experience in Gender, GVB/iE and protection in emergency contexts, along with demonstrated expertise and experience in GBV case management.
- Master's degree in social work, social sciences, psychology, Gender studies, or other equivalent/relevant area

Skills and Knowledge:

- Ability to undertake work, analysis, and networking under potentially difficult and sensitive conditions.
- Awareness of potential sensitivity of information in the context of CARE's emergency response and ability to differentiate between information for internal versus external audiences.
- Strong communication skills – oral and written
- Negotiation and coordination skills
- Good Inter-personal skills
- Strong logical and lateral thinking
- Ability to work in multi-cultural team and with different stakeholders.
- Willingness to travel to the field.
- Training in managing GBViE programs such as those organized by Inter-agency Standing Committee (IASC) in Gender-based Violence in Emergencies preferred.
- Must possess a strong knowledge of IASC GBV Guidelines (2017)
- Must have strong adherence to the GBV principles and their practice in GBV response.
- Strong knowledge of, and experience in integrating GBViE Minimum Standards in Emergencies and in working with various sector programs
- Knowledge of training tools and methods and proven experience delivering training on gender-responsive/ transformative GBV programming
- Highly developed cultural awareness and ability to work well in a multi-ethnic and multicultural environment.
- Ability to establish collaborative relationships with staff, partners and other stakeholders.
- Ability to travel to support project activities.



- Strong communication skills in Nepali and English must have.

Competencies:

- Communicating and sharing ideas and information - Able to present information and express opinions confidently to internal and external audiences.
- Interpersonal sensitivity – Able to communicate with sensitivity and foster communication, actively listening to others.
- Influencing – Able to generate commitment and build consensus among others and gain their support.
- Customer Focus – Able to provide service excellence to internal and external customers, stakeholders and partners Initiative – Deals with situations and issues proactively and persistently Innovation – Demonstrates openness to new ideas, seeks out new opportunities.
- Creativity – Able to think creatively and to translate creative thinking into tangible outputs.
- Writing – Able to communicate ideas and information in writing to ensure that information and messages are understood and have the desired impact.
- Teamwork – Able to work effectively with other people within a work group.
- Planning and organizing – Able to define work goals and objectives; develop and execute work plans; and contribute to the achievement of work group objectives.
- Embracing and Valuing Diversity – Able to contribute effectively to a culture that positively values the diversity of people, values and ideas within CARE Nepal.

Approved by: _____

Date: _____

Agreed by: _____

Date: _____