



Project:	Supporting Economic Prosperity for Women and Internally Displaced Persons in Ukraine (<i>SEW Ukraine</i>)
Position Title:	Gender & Outreach Officer
Location:	Project is based in Dnipro (with a possibility of travel)
Reporting:	Ukraine Country Manager
Term:	5 -year Fixed Term – Entrepreneur Contract
Travel:	Travel is required

PROJECT SUMMARY

The Cooperative Development Foundation of Canada (CDF Canada) has received a multi-year grant. The project is entitled “Supporting Economic Prosperity for Women and Internally Displaced Persons in Ukraine (SEW Ukraine)”. CDF Canada will implement the project in partnership with All-Ukrainian Charity Foundation “Gorenje” (Dnipro, Ukraine) , whose mission is to overcome the consequences of the ongoing conflict in Ukraine, as well as to support individuals and enterprises adversely affected by the socio-economic consequences of such conflict. The goal of the project is to enhance employment and entrepreneurship of women, who have been internally displaced by conflict and other traumatic events in Ukraine. The project will facilitate the development of trade and business skills, and market opportunities in the apparel manufacturing and garment industry. Overall, the project will support over 2,200 beneficiaries.

GENERAL DESCRIPTION

The Cooperative Development Foundation of Canada (CDF Canada) is looking for an experienced Gender and Outreach Officer to further CDF’s work on gender equality and women economic empowerment.

The Gender and Outreach Officer will be responsible for developing and implementing strategies and tools to engage target audiences. The Gender and Outreach Officer provides technical support on gender equality and guides the mainstreaming of gender equality into program design and proposals, and supports with capacity development as well as gender equality policy, strategy, advocacy, research and reporting. Along with the Country Manager, the Specialist works closely with a program manager and Gender advisor at CDF Canada headquarters in Ottawa, to ensure that gender equality is strengthened across all areas of project implementation. The ideal candidate should have experience in designing and implementing gender strategies, undertaking gender analysis studies and knowledge of Canada’s Feminist International Assistance Policy.

JOB RESPONSIBILITIES

Technical Support (50%)

- Supports the program manager with the mainstreaming of gender equality in project design and implementation,
- Supports the Country Manager with gender analysis throughout the project life cycle,

- Supports the development of gender sensitive and gender specific data collection tools and the reporting matrix,
- Guides and advises the Country Manager with the development and deployment of tools, including but not limited to developing context specific gender strategies per project to increase the participation of women and girls or to remove existing barriers and create equal participation,
- Develops methodologies and plans to promote positive masculinity and to engage men and boys in social change processes,
- Advises and supports the Country Manager on the efforts to strengthen partnerships with donors who have a keen interest in supporting programs on gender equality,
- Ensures that program reporting captures challenges and successes around gender equality and provides sound analysis of these lessons learned.
- Advises on risks to the implementation of the gender activities/strategies outlined in the AWP,

Training and Capacity Building (25%)

- Identifies training needs to ensure quality programs on gender equality and develops concrete capacity development plans for implementing partners,
- Supports the preparation of, or the dissemination of toolkits, training manuals and checklists for each focus area/sector, projects in CDF programming,
- Supports the program manager and partner in organizing workshops on relevant topics that focus on changing knowledge, attitudes and behaviour towards women and girls, men and boys,
- Supports the project in field monitoring of implementation against the key indicators set in the project document.
- Review training curriculum to ensure that it reflects gender equality issues,

Policy, Advocacy and Partnerships (15%)

- Ensures the adequate use of existing gender reporting tools and strategies that strengthen and advances CDF's work in gender equality,
- Develops and strengthens core partnerships and networks with key stakeholders in the gender equality sector, including global and regional networks (i.e. Gender policy groups and other relevant networks), and multi-lateral institutions to contribute to the gender equality policy dialogue,
- Participates in discussion groups and collective advocacy initiatives at the global level, advances key gender equality positions and contributes to policy papers, standards and tools in collaboration with networks globally,
- Works with the program team to ensure alignment with prevailing external trends and innovation in the field of gender equality and ensure they adopt best practices across programs and the organization.
- Contributes to the development and implementation of the organization's communication strategy in Ukraine.

Research (10%)

- Develops and strengthens core partnerships and networks with key universities, research institutions, international NGOs and contributes to the broader gender equality research base,
- Supports the Monitoring and Evaluation function of the project and the M&E Specialist using a collaborative, cross-organizational process to inform a comprehensive program that advances evidence-based research for gender equality in co-operatives,
- Contributes to panels and policy and research groups to share research results and best practices,
- Contributes to preparation of a wide range of written materials, presentations, and possibly videos for local and international audiences,
- Contributes to analysis of the project's key progress indicators and to the M&E part of reporting.

EXPERIENCE

- 5 to 7 years of experience in dealing with issues of women's rights and gender equality within public institutions, Government of Canada, UN agencies and/or international systems,
- At least 5 years of working experience with international technical assistance projects or programs, experience in the field an asset, knowledge of Ukrainian context is an asset
- Experience in designing, monitoring, and evaluating development projects and programs preferably with a gender lens,
- An understanding of development and gender issues in co-operatives, farmers' associations,
- Familiarity with and experience in quantitative and qualitative participatory research methods, M&E tools used in development projects and programs.

QUALIFICATIONS/COMPETENCIES

- Master's Degree or equivalent in International Development Studies, Gender Studies, Social or Natural sciences or a related discipline, or a combination of an undergraduate degree with field experience,
- Cultural sensitivity and use of culturally appropriate approaches to communicate and interact with teams at head office and in the field, and other diverse audiences,
- Ability to work independently, and to work effectively as part of a team,
- Demonstrates an ability to adapt, learn and change through self-awareness and management of emotions and an ability to develop supportive and productive working relationships,
- Strong verbal and written communication skills, experience in the media sector an asset
- Excellent organizational, administrative and time management skills,
- Fluent written and spoken Ukrainian, and advanced level of oral and written English.

COVID-19 - *In light of the coronavirus (COVID-19) and to protect our candidates' and interviewers' health and wellbeing, we will be conducting all interviews virtually for the foreseeable future. This circumstance may also cause application delays, as such we will reassess the situation over the coming months to determine if an extension to the deadline for submission is required.*



Co-operative Development
Foundation of Canada

SINCE 1947

Application Process and Deadline

1. Applications must be received **no later than July 31, 2020**.
2. **Late submissions will not** be accepted.
3. Applicants must include cover letter and resume. Cover letter **must include** salary expectation.

Please reference the job title "**SEW** Gender and Outreach Officer' in the email subject line and **submit your resume and cover letter in confidence** to: apply@cdfcanada.coop.

Only candidates selected for interview will be contacted!