



TERMS OF REFERENCE FOR CIVIL SOCIETY NATIONAL REFERENCE GROUP

Spotlight Initiative 2.0 UN Joint Programme on “Zambia Gender Transformative Joint Programme for the Promotion of Gender Equality and Women’s Empowerment: Toward the Elimination of Gender-based Violence”

TERMS OF REFERENCE	
Advertising Office:	United Nations Population Fund, Lusaka, Zambia
Purpose of Reference Group:	<p>Establishment of the Civil Society National Reference Group (CS-NRG) for the Spotlight Initiative 2.0 UN Joint Programme for the Promotion of Gender Equality and Women's Empowerment: Toward the Elimination of Gender-based Violence in Zambia</p> <p>Background on the Spotlight Initiative in Zambia The Government of the Republic of Zambia and the United Nations in Zambia, in collaboration with the Spotlight Initiative - the world's largest partnership to end violence against women and girls - are launching a new comprehensive program aimed at ending violence against women and girls. With financial support from the Embassy of Ireland, this programme`s objective is to create an environment where all women and girls in Zambia, especially the most vulnerable, enjoy equal rights and opportunities as men and boys, and live free of violence through enhancing existing strategies for coordinating key actors in government, the UN, development partners, and CSOs. It focuses on a more integrated and strategic approach to enhancing gender inclusion and participation in all sectors informed by empirical data and emerging megatrends at the country level.</p> <p>The programme has been developed in consultation with a wide range of partners including government, civil society, development partners, United Nations organizations, academia, and the private sector among others. Under the one-UN approach, and the leadership of the RCO (Resident Coordinator Office), the program will be implemented by UNFPA as lead technical agency with the collaboration of IOM, UNDP and UNESCO.</p> <p>The programme will last 33 months and will have the following outcome objectives:</p> <p>Outcome A: Legislative, policy, and data frameworks on GEWE (Gender Equality and Women Empowerment) and EVAWG (Ending Violence Against Women and Girls) are strengthened, operationalized through multi-sectoral plans, and implemented at national and sub-national levels.</p> <p>Outcome B: Harmful gender norms, attitudes, and behaviours are transformed at individual and community levels to prevent VAWG (Violence Against Women and Girls) and advance GEWE.</p> <p>Outcome C: Women and girls who experience violence and harmful practices benefit from available, accessible, acceptable, and quality essential services.</p> <p>Outcome D: Women's rights groups, autonomous social movements and civil society organisations (including those representing youth and groups facing intersecting forms of discrimination) are empowered to influence and advance progress on GEWE and EVAWG.</p> <p>The Spotlight Initiative Country Team is expected to have a meaningful engagement and partnership with civil society that is equal, inclusive, transparent and respectful. The goal is to build deep collaboration with civil</p>

	<p>society partners that will help guide the implementation of the country programme. This means ensuring that the CS-NRG (Civil Society National Reference Group) is part of Spotlight Initiative’s decision-making mechanisms and involved in ongoing consultations. It is also important that the Spotlight Initiative Country Team facilitates participation and engagement by operating in an inclusive manner with the necessary support and resources, e.g. selecting disability friendly venues, budgeting workplans (including transportation expenses where needed), allowing virtual meeting participation and giving adequate notice time for meetings and feedback.</p> <p><i>The CS-NRG members will cover this role on a voluntary basis, as no compensation is foreseen for the role.</i></p>
<p>Scope of work:</p>	<p>Mandate</p> <p>The CS-NRG is a group of around 15 pre-eminent national and local experts on eliminating VAWG and harmful practices (HP) as well as on women’s rights more broadly. The CS-NRG will also nominate its members to serve on the National Multi-Stakeholder Steering Committee of the Spotlight Initiative as full voting representatives.</p> <p>Roles and responsibilities of the CS-NRG:</p> <ul style="list-style-type: none"> ● Provide advice on the overall strategic direction of the Spotlight Initiative’s Country Programme in Zambia and on cutting-edge national policy issues on eliminating VAWG and HP ● Provide advice and perspectives on current eliminating VAWG and HP-related issues where the Spotlight Initiative’s advocacy, leadership and support to civil society advocacy is important ● Partner on high-level advocacy and communications as well as political dialogue, including by supporting visibility and promotion of the Initiative’s goals at the national level ● Support efforts at dissemination of the messages of the Spotlight Initiative on eliminating VAWG and HP to the public, from the national to the community level, especially to marginalized groups, youth and the media ● Provide advice on ongoing interventions, possibilities for scaling up the Spotlight Initiative Programme in Zambia ● Serve as an interactive space and open forum for dialogue between the Spotlight Initiative and women’s rights organisations, groups and networks working on eliminating VAWG and HP, including on global, regional, national and local developments, trends and risks related to such work ● Engage in broader consultations with groups and networks, especially at the local and grassroots levels, at regular intervals to update them and solicit input on the performance of the Spotlight Initiative 2.0 in Zambia and for advocacy, research, learning and action ● Provide feedback (including via an annual monitoring report) on the Spotlight Initiative implementation as well as advice on addressing challenges ● Periodically connect with the global and regional Civil Society Reference Groups to share knowledge and lessons learnt as well as develop solutions to common challenges, with a view to supporting the achievement of the Initiative’s results <p>CS-NRG will have a close working relationship with the Spotlight Initiative programme team in Zambia to ensure its systematic engagement in providing technical advice and informing programming on addressing VAWG, including for the most</p>

	marginalized groups facing multiple and intersecting forms of discrimination, which is key to responding to Agenda 2030's 'leaving no one behind' imperative.
Duration and working schedule:	<p>The Spotlight Initiative 2.0 in Zambia starts in April 2025 and comes to an end in December 2027. Throughout the implementation period (33 months) the Committee will meet quarterly.</p> <p>During the first meeting of the formal CS-NRG, it will review and finalise its mandate and responsibilities (including deciding on the duration of membership in the Group), propose a schedule of meetings and agree on tasks and deliverables for the year ahead (work plan) as well as a budget for its activities (which should include costs for coordination, outreach and advocacy as well as an annual monitoring report and transportation where relevant).</p>
Locations where the Spotlight Initiative will be implemented:	Lusaka, Chinsali, Isoka, Chipangali and Katete Districts.
Delivery dates and how work will be delivered:	Meetings proceedings, the agreed work plan, reports on activities and engagements and accountabilities related to the Committee activities will be delivered in soft copy unless hard copies are specifically required.
Monitoring and progress control, including reporting requirements, periodicity format and deadline:	<p>The CS-NRG will be expected to work closely with the Spotlight Initiative UN Agencies and implementing partners.</p> <p>The CS-NRG will share its workplan and relevant updates with UNFPA, UNDP, IOM and UNESCO.</p>
Expected travel:	Possible travel to the target districts; consultations with stakeholders.
Required expertise, qualifications and competencies, including language requirements:	<p>Criteria:</p> <ul style="list-style-type: none"> ● All members included in the CS-NRG should be leaders with significant experience working on women's rights and gender equality and have expertise in eliminating VAWG ● Additionally, members should include individuals with knowledge of human rights and feminist frameworks and experience in issues of protection ● In line with the SDG principle of national ownership, leaders or members of national and/or local/community-based women's rights organisations/networks and other relevant networks of civil society organisations working on eliminating VAWG using a human rights-based approach ● In adherence with the leaving no one behind (LNOB) principle, intersectionality and diversity of communities/constituencies should be well represented, and survivors of VAWG, sexual and reproductive health and rights activists, leaders of indigenous groups, representatives of organizations of persons with disabilities, grassroots organizations, community-based organisations, networks and movements, labour/trade unions and women activists living with HIV, migrant, domestic, informal and sex workers considered for inclusion ● Geographic balance will be a key consideration to ensure fair representation of all states/regions/districts on the CS-NRG ● At least 50% of the CS-NRG members should represent women's rights movements and feminist organisations

	<ul style="list-style-type: none"> • The Group should include representatives from important constituencies such as youth networks, progressive faith-based groups and networks of men and boys working on eliminating VAWG using a human rights-based approach • CS-NRG members will not have any formal affiliations with governments or political parties • CS-NRG members join the group in their individual capacities and not as representatives of their organizations
Inputs / services to be provided	As the Spotlight Initiative Lead Agency, UNFPA will facilitate the selection process of the CS-NRG members and, once the committee is established, provide all necessary programme documentation to the members, as well as facilitate the logistics arrangement for the CS-NRG functioning, activities and meetings.
Other relevant information or special conditions, if any:	<p>Application Procedure: via email to zambia-info@unfpa.org</p> <p>Please attach:</p> <ul style="list-style-type: none"> • A cover letter including a bio profile including history of similar projects and advocacy activities and a motivational statement explaining why the candidate would make the difference in the Committee • A CV <p>Closing date: 3 weeks from publication</p>