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**GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES
INTER-AMERICAN COMMISSION OF WOMEN**

**Call for Resumes:
RESULTS-BASED MANAGEMENT CONSULTANT
“Feminist Partnerships to Strengthen the Agenda for Gender Equality”**

Type of Appointment:	Consultancy
Organizational Unit:	Executive Secretariat of the Inter-American Commission of Women
Start Date:	July 1, 2023
Duration:	9 months, part-time, with possible extension through the period of execution of the project (through March 2028)
Consulting Fee:	US\$2,500/month
Duty Station:	Home-based/Telework

Description:

The Strategic Plan 2022-2026 of the Inter-American Commission of Women/OAS prioritizes, as one of its main lines of work, "Alliances and Articulation for Gender Equality". Strengthening relationships and partnerships among key stakeholders engaged with the agenda for gender equality (National Machineries for the Advancement of Women, Women's Rights Organizations, and international organizations, among others) is more important than ever in the context of a growing backlash to the advance of women's rights and gender equality across the Americas.

In this context, the CIM has launched a pioneering project, “Feminist Partnerships to Strengthen the Agenda for Gender Equality,” based on action around the three strategic axes of the [Inter-American Guidelines on Gender Equality as a Good of Humanity](#): (i) establishing relationships and partnerships; (ii) knowing and producing; and (iii) informing, sharing, and training. The project rests on the assumption that increasing dialogue and coordination between advocates for gender equality and strengthening evidence-based advocacy for gender equality as a good of humanity will increase the impact of our efforts to support the agenda for gender equality in the region.

Duties and Responsibilities:

The Inter-American Commission of Women is seeking a consultant to operationalize results-based planning, implementation, monitoring, and reporting across the entire project. They will provide technical leadership and support on effective implementation of RBM:

1. Provide advice and technical support to collection and analysis of baseline and monitoring data with a focus on the achievement of results and the effectiveness of activities included in the annual work plans and the deadlines established
2. Prepare or review formats/templates to ensure that key documents are results-oriented (e.g. annual work plans, annual reports, and consultant terms of reference and reports).
3. Develop the project's Annual Work Plan and follow-up on its implementation, in collaboration with the Project Coordinator and the OAS' Department of Procurement Services and Management Oversight (DPMO) and in the framework of the project's Performance Measurement Framework.
4. Provide monthly updates on the implementation of the project to the project team, highlighting areas of success, progress and challenge.

5. Prepare the Annual Report of the project on the basis of the Performance Measurement Framework and Annual Work Plan.
6. Review and update/refine as necessary the Logic Model, Performance Measurement Framework, Output-Activity Matrix and Risk Register.
7. Support the management of the project's financial resources in coordination with the CIM Administrative and Finance Officer and the Project Coordinator.
8. Build the capacity of the CIM team in RBM, including to: (1) adopt a results-based orientation; (2) engage in results-based planning, monitoring and reporting; and (3) maximize the capture and reporting of expected and unexpected results.
9. Design and deliver RBM-focused training for project partners, if needed.
10. Other tasks as deemed necessary in coordination with the Project Coordinator and, as needed, the CIM Senior Gender Specialist and CIM Executive Secretary.

Education and Experience:

- Advanced University Degree (Masters or equivalent) in Gender/Women's studies, Political Science (with a focus on international affairs/development studies), Development studies or a related field issued by a duly accredited institution.
A First-level University Degree in combination with qualifying experience may be accepted in lieu of the advanced university degree.
- A degree, diploma or certification in results-based management, project management or equivalent field, combined with a minimum of five (5) years of relevant work experience managing or supporting projects at the national or international levels, ideally with a specific focus on gender equality and women's rights issues.
- Sound understanding of RBM principles, approaches and tools.
- Experience building capacity in results-based management
- Previous experience with international/inter-American organizations, and knowledge of international politics and its key actors is highly desirable

Skills:

- Fluency in English and Spanish (read, write and communicate), including excellent writing skills in English, are essential.
- Proven skill in dealing effectively with government and international officials; demonstrated capacity for comprehensive analyses of complex situations or problems within an international framework.
- Excellent written and oral communications skills, including the ability to deliver well organized written reports.
- Ability to work with tact and discretion. Good inter-personal/multicultural relationships. Ability to work remotely, under pressure and meet deadlines.
- Ability to effectively work using Microsoft Office (e.g. Outlook, Word, and Excel), and other software applicable to the area of work.

Applications:

Submit current CV, cover letter, and at least two employment references **no later than June 16, 2023**.

Please submit your application to: spcim@oas.org and indicate the title of the position for which you are applying in the subject line "APPLICATION: RBM CONSULTANT"