

## **TERMS OF REFERENCE – CONSULTANCY: RAPPORTEUR FOR THE COUNTY PEACE ACTORS MEETING ON 17TH MAY 2022**

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### **INTRODUCTION**

The Government of Kenya has taken notable efforts by advancing the Women, Peace and Security (WPS) agenda through the implementation of Kenya's Second National Action Plan (KNAP II) on UNSCR 1325. Despite these gains and an increased recognition of the WPS agenda nationally, there remains a need for more systematic, consistent, and comprehensive implementation of UNSCR1325 in Kenya.

The existing Kenya National Mediation Guidelines require mediators to design inclusive processes that must include women among key stakeholders. Mediation actors are aware of the need to engage gender expertise when it comes to negotiating peace and supporting mediation processes from the onset and the agenda and outcomes should explicitly address women's needs and priorities; and that the significant representation of women should be provided for at the peace table and in the institutions responsible to implement any agreement.

The Women Mediation Network-Kenya (WMN-K) which was established by the Kenyan Chapter of the African Women Leaders Network (AWLN) in collaboration with Echo Network Africa and UN Women, serves as a formal mediation, conflict prevention and resolution mechanism in Kenya.

The Women Mediation Network-Kenya is seeking to enhance the leadership of Kenyan women to bring about transformative change in relation to advancing sustainable peace and development by strengthening women's active and meaningful participation in conflict prevention and mediation efforts in Kenya. (WMN-K) is also a platform for strategic engagement through, advocacy, capacity development and collaboration/networking aimed at implementing the commitments in KNAP II. This mediation network is at the apex level and therefore there is need for more representation at the county level.

While grassroots participation in peace processes is increasingly recognized as way of achieving more inclusive and sustainable peace, moving beyond the realm of traditional diplomacy among high- level actors remain a challenge. Community and grassroots organizations often remain at the periphery of peace processes. This can be due to the geographical distance from the negotiation table, the language used during negotiations and implicit issues of hierarchy and privilege.

In order to achieve more participation from the local and community-level actors, we need to overcome these barriers.

As part of the mediation process activities, ENA & AWLN have organized a work shop for capacity building for women mediators and peace builders at the grass roots on **Conflict analysis, Scenarios in Kenya**. This session is geared towards equipping county peace actors in mediation process with the relevant knowledge to enhance their capacity in peace building and mediation.

ENA & AWLN are cognizant of the fact that societal biases continue to exclude women in mediation processes and negotiations. It is however worthy to note that a number of clauses seek to enhance the participation of women, youth and persons living with disability.

In this regard ENA & AWLN is seeking for a Rapporteur to capture the complete notes of the proceedings and produce a summary report that covers the entire session of one day training workshop.

The report shall include all the presentations made during the work shop, a narrative summary of the proceedings and discussions and the professional observations from the processes and outcomes of the training.

The meeting will take place on **Tuesday 17<sup>th</sup> May 2022 from 9.00am – 1.pm** and **two** rapporteurs are required.

### **KEY TASKS, DUTIES AND RESPONSIBILITIES**

1. To capture the complete notes of the proceedings and produce a report on the proceedings of the workshop.
2. Provide Analysis and experience exchange

### **SKILLS AND COMPETENCES**

The candidate(s) should have background knowledge and in any of the following fields:

1. At least 3 years' experience in rapporteuring technical workshops.
2. Have a good understanding of gender and development sectors issues.
3. Excellent report writing skills.
4. Experience in writing reports for UN agencies will be an added advantage

### **Deliverables:**

- A report of the proceedings.
- Main proceedings and summary of each discussion.
- Presentation and photographs annexed to the main report.

### **Assignment duration:**

The consultant will be engaged for **1day**.

### **Expression of Interest:**

The consultant meeting the above requirements should submit the Expression of Interest which should include the following:

- A capability statement, including commitment for availability for the entire assignment
- A financial proposal indicating a modest budget

Kindly send your CV's to [procurement@enafrica.org](mailto:procurement@enafrica.org) on or before **COB Friday, 6th May 2022**