



INVITATION TO APPLY

GENDER EQUALITY AND SOCIAL INCLUSION (GESI) EXPERT – LATIN AMERICA

TFO Canada (Trade Facilitation Office Canada), a non-government non-profit organization, is implementing the project ***Women in Trade for Sustainable and Inclusive Growth***, funded by Global Affairs Canada, and is seeking an individual to serve as “Gender Equality and Social Inclusion (GESI) Expert” to support its partner TSI AGEXPORT in identifying and characterizing the universe of Women-led SMEs supported by the organization in Guatemala.

A detailed Terms of Reference for this role as well as background information of the initiative is enclosed in Annex 1.

EXPERIENCE AND QUALIFICATIONS:

- Masters’ degree in Gender Studies or related discipline, or BA with significant experience in Women’s Economic Empowerment or women in trade
- 5 years of work experience as technical expert in governance, in gender equality and social inclusion in Latin America; in women and trade, or women-led SMEs
- Experience working with organizational leaders/ institutional strategies and policies at national and institutional levels.
- Experience organizing and analyzing data collected from surveys
- Excellent writing skills and reporting approaches and compilation of evaluation learnings
- Ability to work in English and Spanish

Interested candidates should submit the following documents to Email: tfocrc@tfoCanada.ca no later than **February 3, 2023**:

- Candidate’s CVs
- Letter of interest outlining their suitability for the assignment, the methodology to be used in the analysis, and the economic proposal.

Please include ‘GESI Expert LA’ in the subject line. CVs and related documentation will be reviewed as they are received.

Many thanks for your interest in this assignment.



ANNEX 1

TERMS OF REFERENCE FOR GENDER EQUALITY AND SOCIAL INCLUSION (GESI) CONSULTANCY FOR GUATEMALA

TFO Canada is implementing *Women in Trade for Inclusive and Sustainable Growth (WIT)* in 24 developing countries in Africa, Asia, Middle East, Latin America and the Caribbean, a project funded by Global Affairs Canada. Working in partnership with Trade Support Institutions (TSIs). WIT contributes to inclusive growth by increasing the number of women from developing countries involved in international trade as exporters and by increasing the share of exports generated by women-led Small and Medium Enterprises (SMEs). Working in partnership with TSIs in the beneficiaries developing and Least Developed Countries, the project will address the main constraints faced by women exporters such their lack of market knowledge, skills, resources and networks to access global trade as well as their low involvement as members and leaders of trade support institutions. WIT will focus on a limited number of sectors, including fresh fruits and vegetables, processed foods, niche market artisan products and services, which present opportunities for employment creation particularly favorable to women. The project will also address challenges faced by women exporters who are under-represented and under-served by public and private TSIs, by building the capacity of TSIs to increase their engagement with women exporters, to offer services that respond better to their needs and to increase collaboration with local businesswomen's organizations.

TFO Canada is seeking a Gender Equality and Social Inclusion (GESI) Expert to support its partner TSI AGEXPORT to identify and characterize the universe of Women-led SMEs supported by the organization. This will be done by analyzing conducted surveys to their SMEs database. This is an initiative of the Gender Action Plan designed by AGEXPORT with the support of TFO Canada under the WIT project.

During the period August 2022 – January 2023, AGEXPORT has been conducting a series of surveys on Gender Equality to AGEXPORT's SMEs database as part of the implementation of the GESI Action Plan. Up today, 50 surveys are available for analysis. This amount covers approximately 45% of the total number of members.

This assignment will be implemented according to the following activities, tasks and deliverables:

Activity 1: Organize and Analyze the info collected by the surveys (Level of effort -LOE: up to 2.5 day. Deadline: February 17, 2022)

Base on the data collected through the surveys, the expert will organize and analyzed the information to identify and characterize the universe of Women-led SMEs supported by the organization in Guatemala.

- i. Characterize Guatemalan companies by size, sector, percentage of women representation, age composition of shareholders and members.
- ii. Characterize Guatemalan companies in the Vice Presidency of Exports that have women in management positions.



- iii. Consolidate the information of exporting companies that have women in management positions for future projects in AGEXPORT.
- iv. Identify those Guatemalan companies that are owned by young entrepreneurs.
- v. Identify gaps in SMEs participation, growth, and performance (if the information is available).
- vi. Identify if the companies have a gender mainstreaming policies and summarize gender-oriented practices.

Activity 2: Recommendations and Final Report (Level of effort -LOE: up to 3.5 day. Deadline: March 10, 2023)

The final report will be presented in a document along with a summary power point of the main findings. The final report should include recommendations on developing gender-responsive policies or programs for SMEs as part of the Agexport' Gender Action Plan.

BUDGET COMPENSATION

TFO Canada's compensation for the local expert will be a maximum of CDN \$300 per day (based on 7.5 hours/day). The maximum number of days: 6 days.

No national/international travel is envisaged for this assignment.