

**Ministry of Digital Economy & Entrepreneurship**

**Terms of Reference**

**Youth Technology and Jobs Project**

**Project Management Unit**

**Gender and Social Inclusion Specialist**

**JO-MODEE-251037-CS-INDV**

1. **About the Youth, Technology, and Jobs (YTJ) Project**

The Government of Jordan (GoJ) has received financing from the World Bank to implement the Youth, Technology, and Jobs (YTJ) project, which has become effective in April 2020. The YTJ project aims to improve digitally enabled income opportunities and expand digitized government services in Jordan. The project will build an impetus for private sector-led growth of the digital economy and make interventions to address specific constraints in the supply and demand sides of the digital economy. The project duration is five years. The Ministry of Digital Economy & Entrepreneurship (MoDEE) is the implementing agency of the YTJ project.

The objective of this TOR is to identify and hire a **part-time a gender and social inclusion specialist** for the project to ensure that all YTJ activities are gender, PWD[[1]](#endnote-1) and refugees inclusive.

1. **Job Responsibilities**

Under the supervision of the operations manager, the specialist is responsible for the following duties and responsibilities:

* Set gender and social inclusion indicators that address both quantitative and qualitative aspects
* Design learning questions and suggested methods to embed them into the project.
* Monitor and ensure all implementation of activities align with World Bank’s gender and social inclusion guidelines and requirements; suggest changes to the design of future planned activities to improve gender and social integration.
* Support the implementation team in any social and gender related aspects during implementation to ensure all activities are gender and social sensitive, and to track indicators and address learning questions on a timely manner.
* Design and deliver training programs and capacity building activities to PMU, MODEE, and other staff members that work directly or indirectly with YTJ
* Design and deliver training programs and capacity building activities to YTJ benefeciaries. Trainings should include but are not limited to spreading awareness on the importance of gender and social inclusion, benefits, challenges, and methods of social and gender inclusion at work.
* Analyze gender and social related data collected through the implementation and M&E teams to inform discussions related to the project interventions.
* Provide reports on gender and social aspects of the project, status updates, challenges and suggested solutions, risks and mitigation strategies, lessons learned and any other regular or irregular requirements by the PMU or the World Bank.

1. **Consultant Qualifications**
2. Minimum of (7) years as a gender and/or social inclusion professional preferably with World Bank projects;
3. University degree in business administration, human resources management, social studies, international development or any related field,
4. Excellent written and spoken communication skills in Arabic and English;
5. Strong data analysis and reporting skills
6. Detail-oriented
7. **Duration of Assignment**

The contract period is for one year, renewable up to 4 years. The expected level of effort is about 8 days per month. The gender and social inclusion specialist will provide timesheets at the end of each month. The working day is 8 working hours.

1. **Application**

Only the most qualified and suitable candidates will be invited to the interviews. Interested eligible individuals may submit their resume via Akhtaboot at:

<https://www.akhtaboot.com/en/jordan/jobs/amman/147470-Gender-and-Social-Inclusion-Specialist-at-Ministry-Of-Digital-Economy-and-Entrepreneurship>

Deadline: Kindly Submit before end of 29 September 2021

1. People with Disabilities [↑](#endnote-ref-1)