



CONTRACT

This contract is made between Zenaida Moya (Lead Trainer/Facilitator) of 5 Miles Philip Goldson Highway, Belize City, Belize and Women's Issues Network of Belize (the *de facto* Principal Recipient) for the planning, management and training of a cadre of national women leaders supported by the project *Strengthening Women's Representation in National Leadership in Belize*.

NOW, THEREFORE, the Parties hereby agree as follows:

Nature of Services:
The trainer/facilitator will provide 30 days of services and deliverables as per attached Terms of Reference;

Duration of Contract:
This Agreement shall be effective as of the 31st, day of March 2014 and shall expire on the 31st day of October 2014, unless sooner terminated in accordance with the terms contained herein.

Compensation:
The consultant will receive payments for deliverables submitted within the timeline outlined in annex 2.

Termination/Amendment:
Either party shall terminate or request amendment to this contract by giving twenty days notice in writing.

I sign that I have read, understood and agree to all of which has been outlined herein with sound mind and body and all mental faculties in place.

Date 31/3/14

Zenaida Moya (Lead Facilitator)
(WIM-Belize)

Date 31/3/14

J. Carolyn Reynolds

The project will promote and build public support and advocacy for gender equality in national decision-making and bring visibility to women's political representation. The primary strategy of this project will be to build awareness and capacity at three levels: national sensitization and awareness on the right of women to political participation and representation; building the capacities of women and civil society organizations to strengthen civic engagement and promote women's participation in democratic processes; and supporting a cadre of women to bring visibility to women in leadership positions and those aspiring for political office. This focus on the three levels will allow the project

advocate for equal participation and representation of women in electoral politics and national leadership

- Improved capacities of civil society and women's organizations to actively participate in national decision-making
 - Increased public awareness and support of women's political participation and political leadership, and gender equality in national decision-making
 - The expected outcomes are: constituent representatives in national elections. The expected outcomes are: oriented political platform to institutionalize equal participation of women as improve their economic and social status in Belize. Specifically, the project's objective is to strengthen the capacity of women and civil society organizations to foster and contribute to the development of an inclusive, human-rights oriented political platform to institutionalize equal participation of women as

The overall development objective of this project is to promote women's right to representation and participation in national leadership as a prerequisite to improve their economic and social status in Belize. Specifically, the project's objective is to strengthen the capacity of women and civil society organizations to foster and contribute to the development of an inclusive, human-rights oriented political platform to institutionalize equal participation of women as often cannot hold public leadership positions and are expected to stay in the endorse their candidacy for political office; in indigenous communities, women that women struggle to gain the support of their families and political parties to women's successful entry and presence at the highest levels of leadership such of decision-making. These structural, cultural and social barriers impede existing democratic system does not support gender equality at the highest level will address this critical socio-cultural issue in particular recognizing that the women are not capable of being in leadership positions. The project therefore Historically, women in Belize have had low and even no representation in the national assembly because there is still a prevailing societal perception that

I. Justification:

Trainer/Facilitator/team to train National Women Leaders:

TERMS OF REFERENCE

"Strengthening Women's Representation in National Leadership in Belize"

Empowered lives.
Resilient nations.



Annex I: Terms of Reference



The Trainer/Facilitator/team shall:

1. Conduct one (1) focus group consultation with previous participants of the previously listed training programs, and review training materials to expand on capacity needs of former trainees.
2. Develop a core curriculum for National Electoral Politics Preparedness training With at least six priorities areas identified by WIN Belize, and based on the focus group consultations identified in (1) above. The training program contact should not exceed 24days of implementation (8 days in each training region).
3. The trainer/ facilitator/team will be expected to implement the training in three regional locations, as identified by WIN Belize.
4. Develop methodology for conducting National Electoral Politics Preparedness training
5. Deliver training to 75 women based on National Electoral Politics curriculum developed
6. Facilitate the conduct of community level outreach activities as part of practical application of training

IV. Deliverables:

1. Results of Focus Group Consultation with NWC
2. Curriculum for National Electoral Politics Preparedness training, level II.
3. Training and facilitation implementation plan.
4. Comprehensive report including evaluation of training and community outreach activities for each of the training regions.
5. One consolidated final report (format to be provided) on the training of national women's leaders.
- 6.

V. Duration and financial conditions of the contract (Trainer/Facilitator/team for training of national women leaders)
 The contract will be for 30 working days from March to July, 2014, not to exceed July 31st, 2013.
 The contract will be for 30 total consultancy days. 24 of those consultancy days are training days with the remaining 6 days being preparatory days for training and finalization and report writing days.

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| Deliverables | [list them as referred to in the RFP] | |
| Timing | | |
| | Consultation with NWC for information on the introductory WIP project | 1 |
| | 1/2 day | |

to have a broad reach to influence stakeholders who can address the distinct barriers that women face to achieve gender parity in national decision-making. Women's participation requires them to be educated and trained for electoral politics in order to reach a critical mass of candidates contesting local and national elections. This action will identify and train 75 national women leaders including from indigenous communities who previously participated in training programs such as the Women in Politics, Gender and Elections training by expert facilitators of Building Resources in Democracy, Gender and Elections (BRIDGE) and the Transformational Leadership Training by Caribbean Institute for Women in Leadership (CIWIL) to prepare for and contest local and national elections. The House of Representatives has only held three women since independence in 1981. The historically poor representation of women in national Government has resulted in fewer women seeking political office and leadership. The absence of women from political leadership significantly reduces the likelihood that issues of critical importance to women and their families will be addressed as priorities of national development. Given the slow and regressive status of women's representation in national leadership, Belize is not on course to achieve the Millennium Development Goal (MDG) of 30 percent (9-10) women in the House of Representatives by 2015. As a signatory to the Millennium Declaration it is critical that concrete measures and steps be taken up by women and civil society organizations to support the country in its efforts to meet its commitment to the MDGs, specifically, MDG 3.

The training activities will be supported by the Women's Issues Network (WIN), in close collaboration with the National Women's Commission and the Toledo Maya Women's Council.

II. Objective of the Trainer/Facilitator/team:

To strengthen women's political participation and leadership capacities including those from rural and indigenous backgrounds, to prepare for and contest local and national elections.

III. Expected Results:

- A second-tier capacity building training course for women's political leadership and engagement developed and implemented building from previous training programs that focus on Women's political participation.
- At least 75 women leaders including from alumnae of training programs such as Women In Politics (WIP), Caribbean Institute for Women in Leadership CIWIL and Building Resources In Democracy, Governance and Elections BRIDGE trained in political participation and leadership recruited and trained through this program.
- All trainees develop a community engagement plan.

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| 2 | Consolidation of information on previous training initiatives | 1/2 day |
| 3 | Curriculum and methodology for National Electoral Politics | 4 days |
| 4 | Preparedness training | 24 days |
| 5 | Comprehensive report including evaluation of training and community outreach activities for the training regions. | 1 day |
| | Total | 30 days |

VI. Required Skills and Experience:

- University degree in a relevant field or directly related social sciences;

Experience:

- At least five (5) years of practical capacity development and community empowerment training and capacity building experiences preferably in gender, human rights, politics, marketing, communications or a related field;
- At least three (3) years of experience in policy and/or awareness raising documents development;
- Proven and extensive experience in the development of training curricula and materials;
- Proven ability and experience in leading and facilitating training workshops for Multi-disciplinary and multicultural teams, including adult women of diverse backgrounds;
- Proven ability to communicate effectively;
- Ability to work both independently and as part of a team;
- Sensitivity to regional political, gender and cultural balances; and
- Fluency in English (written and spoken) with excellent drafting and communication skills.

VII. Reporting Arrangements:

The Trainer/Facilitator team will work closely with the Project Officer and shall have a primary accountability to WIN-Belize Executive Dire