

# Gender and Impact Consultant

Position: Gender and Impact Consultant

Employment Type: Deliverable-Based Consultancy Contract

Department: Programmes and Impact

Reports To: Head of Operations / Managing Director

Location: Dar es Salaam, Tanzania

## Job Summary

The Gender and Impact Consultant leads the organisation's gender equality, safeguarding, and impact agenda. The role ensures that gender and inclusivity principles are embedded across all programmes, workstreams, and organisational systems.

The Consultant will design and implement gender and impact frameworks, coordinate safeguarding compliance, lead advocacy and stakeholder engagement, and contribute to resource mobilisation through high-quality proposal development. This role requires strong analytical expertise, excellent writing skills, and the ability to engage stakeholders at national and regional levels.

## Key Responsibilities

### A. Gender Mainstreaming

- Develop and implement comprehensive gender mainstreaming strategies across all organisational programmes.

- Conduct gender analyses to identify gaps, risks, and opportunities for improved inclusion.
- Provide technical support to staff, consultants, and partners on integrating gender perspectives.
- Lead gender-responsive budgeting and programme design processes.

## B. Safeguarding and Inclusivity

- Implement safeguarding policies and procedures across the organisation.
- Deliver safeguarding and inclusivity training for staff, consultants, partners, and volunteers.
- Establish and oversee mechanisms for reporting and responding to safeguarding concerns.
- Guide HR on embedding inclusive practices in recruitment, performance management, and staff well-being.

## C. Impact Assessment and Learning

- Design and operationalise impact assessment and measurement frameworks.
- Conduct data collection, analysis, and documentation on gender and impact indicators.
- Produce high-quality reports, learning products, and recommendations for programme improvement.
- Support programme teams to integrate gender and impact considerations into MEL systems.

## D. Advocacy and Stakeholder Engagement

- Build and maintain relationships with government institutions, NGOs, development partners, and private sector actors.

- Represent the organisation in gender and impact forums, advocacy events, and policy dialogues.
- Develop advocacy briefs, insights, and campaigns promoting gender equality and inclusion.

## E. Proposal Development and Resource Mobilisation

- Identify funding opportunities aligned with gender, safeguarding, and impact priorities.
- Lead proposal writing, concept note development, and technical inputs for donor submissions.
- Coordinate with programme teams to gather data, evidence, budgets, and compliance inputs.
- Cultivate and maintain relationships with funders and development partners.

## F. Project Specific Responsibilities

### **Programme and Project-Level Gender and Impact Responsibilities**

- Develop gender mainstreaming tools, guidelines, and implementation plans for each programme or project.
- Provide mentorship, coaching, and technical support to project participants, partners, or beneficiaries on gender, safeguarding, and inclusive design.
- Produce thematic gender insights, analytical briefs, case studies, and final project-level reports.
- Assess project engagement activities with a focus on gender inclusion, equitable participation, and overall impact.

- Integrate gender and impact considerations into project design, budgeting, implementation, monitoring, and reporting processes.

### **Per Project Workplan Responsibilities**

- Develop and implement gender and safeguarding work plans aligned with each project's goals and deliverables.
- Provide technical inputs to ensure gender considerations are embedded in project workplans, tools, and methodologies.
- Conduct ongoing monitoring to ensure consistent application of gender and safeguarding measures at all phases of each project.
- Collect, analyse, and present project-level gender and inclusion data.
- Submit periodic project updates, summaries, and learning briefs according to each project's reporting cycle.
- Support programme managers to integrate gender-sensitive indicators and impact metrics into project performance frameworks.

## **3. Measurable Key Performance Indicators (KPIs)**

### **A. Stakeholder Engagement and Advocacy**

- Minimum 10 stakeholder engagements per month related to gender, safeguarding, or inclusion.
- Participation in 5 advocacy or policy influence events annually.
- Production of 4 advocacy or position papers annually.
- Establishment or maintenance of 10 strategic partnerships annually.

## B. Gender Mainstreaming and Safeguarding

- Achieve at least 80 per cent gender mainstreaming compliance across programmes.
- Conduct 2 gender analyses or assessments annually.
- Deliver quarterly safeguarding and inclusivity training sessions.
- Ensure 100 per cent documentation and closure of all safeguarding cases.
- Develop or update 1 safeguarding or inclusion tool annually.

## C. Impact Assessment and Reporting

- Produce quarterly impact and gender analysis reports.
- Maintain a monthly updated gender-disaggregated data repository.
- Conduct two outcome or impact evaluations annually.
- Develop one organisational or programme-level impact assessment framework annually.

## D. Proposal Development and Resource Mobilisation

- Lead the development of 9 proposals or concept notes per quarter.
- Maintain a minimum 50 per cent proposal success rate.
- Mobilise USD 100,000 in funding annually for gender and impact work.
- Identify 5 new potential funding partners annually.

## E. Internal Capacity Strengthening

- Conduct monthly internal coaching or mentorship sessions on gender or safeguarding.
- Achieve a training attendance rate of at least 85 per cent across the organisation.

## 4. Qualifications and Skills

- Master's degree in gender studies, development studies, social sciences, or a related field.
- Minimum 5 years' experience in gender, safeguarding, inclusion, and impact measurement.
- Strong experience in advocacy, stakeholder engagement, and partnership building.
- Proven ability in technical writing, proposal development, and resource mobilisation.
- Strong analytical and communication skills.
- Ability to work collaboratively in a multicultural environment.
- Proficiency in Microsoft Office and project management tools.

### Submission Requirements

Interested individuals should submit their CVs to **[careers@saharaventures.com](mailto:careers@saharaventures.com)**

### Deadline: Open Call