

## **Terms of Reference (TOR)**

**Position:** Cybersecurity Consultant

**Project:** Safe Online: Empowering Women in the Digital Economy

**Location:** Gyumri or Yerevan, Armenia (with possible travel within Armenia and Georgia)

**Duration:** 21 months, with flexibility based on project needs

**Job type:** Part time

**Start Date:** ASAP

**Application Deadline:** January 20, 2024

## **Organization Overview**

Impact Innovations Institute's Initiatives Foundation (IMINI) is a women-led organization focused on solving global social challenges through innovative technologies. The foundation's flagship project, Safe YOU, is a mobile app and multistakeholder platform designed to prevent gender-based violence (GBV) and violence against women and girls (VAWG). Recognized as a UN Digital Public Good, Safe YOU is aligned with the Sustainable Development Goals, especially SDG #5 on Gender Equality.

Since 2020, Safe YOU has operated in Armenia and Georgia, expanding to Iraq in 2021, and Romania, New Mexico (USA) and Poland in 2024. IMINI is committed to creating safe, supportive environments for vulnerable communities.

## **Project Overview**

The Safe Online: Empowering Women in the Digital Economy project, a collaboration between Mercy Corps, IMINI (Safe YOU), and the Center for Strategy and Development (CSD), is supported by the United States Department of State.

This program addresses Technology-Facilitated Gender-Based Violence (TFGBV) and systemic barriers limiting women's participation in the digital economy. By employing cutting-edge tools and collaborative approaches, the project aims to:

- Strengthen women's safety in digital environments.
- Foster skills and opportunities for women in the digital economy.
- Create scalable solutions to combat TFGBV and promote digital inclusion.

## **Role Summary**

The **Cybersecurity Consultant** plays a critical role in safeguarding the security and resilience of digital platforms. This role involves daily monitoring of cybersecurity statuses to promptly identify vulnerabilities or threats and ensure that all processes are effectively managed.

The consultant works closely with the technical team to address risks, implement updates, and continuously improve security features.

## **Key Responsibilities**

- Conduct daily monitoring of the cybersecurity status of platforms, including the Safe YOU app, to identify vulnerabilities or threats promptly.
- Ensure that all cybersecurity processes are under control.
- Maintain daily communication with the technical team to address risks, implement updates, and ensure continuous improvement of security features.
- Assess the platforms including Safe YOU app for risks related to user safety.
- Collaborate with developers to optimize features for user safety.
- Advocate for online safety and digital inclusion policies, focusing on combating TFGBV.
- Work with community organizations to adapt digital tools to the needs of women in the digital economy.
- Support the Innovation Consultant in developing the concept for a self-reporting tool for tracking real-time or post-incident TFGBV.
- Provide content-wise consultation throughout the program on digital literacy, digital security, and other relevant subjects.
- Consult on cybersecurity considerations during the wireframing and development of the TFGBV reporting/tracking tool and business toolkit.
- Participate in training activities and research requiring technical review and inputs.
- Develop content for the Safe YOU application and provide online consultations through the app's forums section.

## **Required Qualifications**

### **Education and Experience**

- **Educational Background:** Bachelor's or Master's degree in cybersecurity, information technology, computer science, or a related field.
- **Professional Experience:** Minimum 3 years of experience in cybersecurity roles, with a focus on data protection, digital safety, or similar fields. Experience working on projects related to gender equality or TFGBV is an asset.

## Technical Skills

- Strong expertise in cybersecurity frameworks, risk assessment, and incident response.
- Knowledge of secure application development, encryption protocols, and data privacy standards.
- Familiarity with digital platforms used for advocacy, economic empowerment, or gender-based violence prevention.

## Soft Skills

- Strong problem-solving skills and attention to details.
- Ability to communicate technical concepts to non-technical audiences effectively.
- Fluency in Armenian and English; knowledge of Russian or another language is a plus.

## **Application Process**

Qualified candidates are invited to submit their CV, cover letter, and proposed monthly remuneration for part-time engagement to [tatevik@safeyou.space](mailto:tatevik@safeyou.space) with the subject line: Cybersecurity Consultant Application. Applications will be reviewed on a rolling basis, and only shortlisted candidates will be contacted for interviews.