



NETWORK OF ETHIOPIAN WOMEN'S ASSOCIATIONS (NEWA)

Term of Reference (ToR) for consultant

To

**Conduct research on Ethiopian Women's Participation in Leadership:
Challenges, Opportunities**

and

Develop a Policy Brief

July, 2025

1. Background

The Network of Ethiopian Women's Associations (NEWA) is a pioneering national coalition dedicated to advancing women's rights, promoting gender equality, and empowering women across Ethiopia. As a collective force against gender-based violence (GBV), NEWA works alongside its member organizations, which operate throughout the country, to advocate for the protection and promotion of women's rights. The coalition plays a crucial role in ensuring that gender-sensitive policies, laws, and programs are effectively implemented at both national and regional levels.

Established in 2003 by a group of visionary women, NEWA was founded to create a unified voice for women's advocacy. It began with 13 local associations and organizations, striving to strengthen women's collective influence and engagement in national policy dialogues. By 2009, NEWA re-registered in accordance with the revised legal framework governing civil society organizations, and today, it has grown to include 50 member associations and organizations. These members work tirelessly to ensure that women's interests are reflected in national plans and policies, and that their social, economic, political, and legal rights—enshrined in both national and international frameworks—are fully realized. NEWA and its member organizations have a broad reach, working across almost all regions of Ethiopia, including the two chartered city administrations, Addis Ababa and Dire Dawa.

Currently, NEWA is implementing various projects aligned with its broader objective of promoting gender equality and women's participation in leadership. With the support of CST Ethiopia, NEWA is implementing the project titled “**Advancing Gender Equality: Strengthening Women-Led Advocacy to Combat Systemic Barriers in Ethiopia**”. This national-level project aims to strengthen the voice, leadership, and participation of women in Ethiopia by dismantling social, political, and institutional barriers that hinder their involvement in decision-making and advocacy.

The project's specific objectives include:

- Strengthen the Leadership of Women-Led and Women Rights Organizations
- Enhance Women's Voice in Governance and Public Participation
- Address Legal and Institutional Gaps in Women's Rights Participation
- Combat Harmful Social Norms and Gender-Based Discrimination

One of the activities of the project is to conduct an assessment on identifying the challenges and opportunities that affect women to be in leadership and enhance their participation and also to prepare a policy brief regarding the issue.

2. Objectives of The Assignment

2.1. General Objectives: The overall objective of this assignment is to conduct comprehensive research on the challenges and opportunities for women's participation in leadership in Ethiopia, and to prepare a policy brief based on the findings and beyond.

2.2. Specific Objectives: The consultancy service is expected to achieve the following specific objectives:

- ☐ To conduct research that gathers evidence on the existing challenges, opportunities, trends, and status of women's participation in leadership and decision-making in Ethiopia.
- ☐ To prepare a user-friendly policy brief detailing the opportunities, challenges, and practices of women's participation in leadership in Ethiopia.
- ☐ To analyze existing legal and policy frameworks that either hinder or support women's participation in leadership.
- ☐ To explore the current status, past experiences, and new developments in enhancing women's participation in leadership in Ethiopia.
- ☐ To provide Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) recommendations that contribute to the enhancement of women's participation in Ethiopia.

3. Purpose and Scope of the Work

The main purpose of this assignment is to conduct intensive research on opportunities and challenges of women participation in Ethiopia and to prepare a policy brief on the area. Therefore, the consultancy service includes two distinctive activities, conducting research and preparing a policy brief. The policy brief covers the existing legal and policy frameworks and key finding of the research.

4. Methodologies

The study will employ both qualitative and quantitative data collection methods to generate high-quality primary data. The methodology should include, but not be limited to:

- **Primary Data Collection:** Focus Group Discussions (FGDs) and Key Informant Interviews (KIIs). The consultant is expected to develop appropriate data collection tools (e.g., interview guides, FGD protocols).
- **Secondary Data Collection and Analysis:** Legal and policy framework analysis, comprehensive literature review on the topic, review of reports from concerned stakeholders, and other relevant secondary sources.

The consultant's technical proposal should elaborate on the detailed methodology, sampling strategy, data analysis plan, and ethical considerations.

5. Required key deliverables/outcomes

Upon completion of the assignment, the following outcomes and key deliverables are expected:

- a. A comprehensive and high-quality research report exploring the opportunities, challenges, trends, and practices of women's participation in leadership.
- b. A well-developed, comprehensive, and user-friendly policy brief covering legal and policy frameworks, current trends, and SMART recommendations.
- c. All raw data collected during the research, including interview transcripts and audio recordings.
- d. A PowerPoint presentation slide deck for the dissemination of the research findings.

6. Duration for the assignment

The duration of the consultancy is a maximum of 45 days from the date of signature of the consultancy contract with NEWA.

Tentative starting date: ____/2025

The expected level of effort (tentative): 45 days

SN	Activity	Timeframe
1	Inception report with a detailed work plan after initial consultations, defining the structure, the implementation plan, and key opportunities and challenges of women participation in leadership	5 days
2	Primary data collection	5 days
3	Analyzing quantitative and qualitative data	8 days
4	Share and Debrief the findings to NEWA	5days
5	Collect feedback refine, the research report	5 days
6	Draft the policy brief	8 days
7	Collect feedback refine, the policy brief	4 days
8	Submit hard and soft copies of, raw and collated data, a final report with research finding and a presentation slide	5days
9	Submit the final version of the policy brief	5 days

7. Competences, experiences and qualifications:

Education: The consultant must have a post-graduate degree in a related field (Gender studies, social work and related filed).

- MA in Gender studies, Social Science, leadership, Management, Law and Governance, or another relevant field.

- Practical, demonstrable and relevant experience in Previous experience in facilitating conducting researches and production of policy brief.
- Extensive knowledge and experience on gender.
- Excellent interpersonal communication and reporting skills.
- Minimum five (5) years of professional experience in a field related conducting research, policy brief preparation and a track record of undertaking similar assignments with competent organizations.
- Excellent communication and facilitation skills, distinct but moderate and enabling rather than imposing.
- Experience in working with CSOs is an advantage.

Information needed while submitting expression of interest includes:

- Letter of interest
- CV including references (Detailed profile of the applicant, indicative of previous relevant experience.
- Technical proposal (clearly showing the methodology, content, plan of action and interpretation of the TORs).
- The trainings need to be provided with a team of trainers (2-3 trainer) who have expertise on gender/FGM, media and advocacy. Therefore, submission should include the CVs of all team members.
- Financial proposal (including unit price per day).
- Certificate related with the assignment
- Recommendation letters from previous other similar engagements
- Renewed license, TIN

9. Deadline and submission of expression of interest:

Application; Interested consultants with experience in executing similar assignments are invited to submit their expression of interest/bids until 10 August 2025 with the subject field **“Expression of Interest – Conducting Research on challenges and opportunities for women participation in leadership in Ethiopia”**

addressed to; Organizational Email: newarecruitments@gmail.com. Only complete bids (stamped and scanned technical and financial proposal) submitted by mail will be considered.