



# ARTISANAL GOLD COUNCIL

## TERMS OF REFERENCE

<b>Position</b>	<b>GENDER SPECIALIST</b>
<b>Project title:</b>	<b>GEF GOLD Philippines:</b> "Contribution toward the elimination of mercury in the artisanal and small-scale gold mining (ASGM) sector: from miners to refiners"
<b>Work hours</b>	<i>Full-time; approx. 40 hours/week</i>
<b>Start Date</b>	March 2023
<b>Contract duration</b>	Subject to yearly renewal every December
<b>Duty station</b>	<b>Manila, Philippines</b>
<b>Salary</b>	Will be determined by experience and qualifications and paid in local currency
<b>Application Deadline</b>	<i>Open until filled</i>

### ORGANIZATIONAL BACKGROUND

Based in Victoria, Canada, the Artisanal Gold Council (AGC) is a not-for-profit organization dedicated to improving the working conditions, opportunities, environment, and health of the millions of people involved in Artisanal and Small-Scale Gold Mining (ASGM) in the developing world. The AGC helps to improve the global gold sector by promoting better practices in ASGM through technology transfer, policy development, and awareness-raising (for more information about the AGC and its projects, please visit [www.artisanalgold.org](http://www.artisanalgold.org)).

The AGC serves as the Executing Agency for the GEF-supported programme in Mongolia and the Philippines entitled "Global Opportunities for the Long-term Development of the ASGM sector (GEF GOLD)" or planetGOLD—designed to address the key issues linked to continued mercury use and provide sustainable development opportunities for the communities involved. The objective of the project is to contribute towards the elimination of mercury in the ASGM sector by applying a supply chain approach from the miners to refiners. The project has four components. UN Environment is implementing components 1, 2, and 4 on (i) formalization, (ii) finance and market access, and (iv) knowledge management, respectively, while UNIDO is responsible for component 3 on technology transfer.

In partnership with the Philippines' Department of Environment and Natural Resources (DENR), the project is expected to demonstrate: 1) government incentives to formalize the ASGM sector in the Philippines are increasingly adopted by miners, 2) national governments guiding the creation of ASGM fund to allow miners to invest in mercury-free technologies and access responsible gold markets; miners able to sell their gold directly into a transparent supply chain, 3) reduced mercury releases by the ASGM sector, and 4) ASGM communities and the government agreeing on an approach to reach all ASGM communities in each country.

As the agency mandated to administer the nation's mineral lands and mineral resources, the DENR Mines and Geosciences Bureau (MGB) was tasked to be the focal agency of the Philippine Government in the execution of the project. In the sector of small-scale mining, its role is to develop the sector and serve as the primary office under the DENR that initiates the development of related policies in general. Its regional directors are also the chairperson of the Provincial/City Mining Regulatory Boards.

Specific to the project, the MGB partakes in the coordination of the project activities, particularly those relating to the functions of other government institutions. It also chairs the Philippines' Project Management Committee for the planetGOLD Project, whose functions include, among others, providing guidance and support to the Project Management Unit toward the attainment of the project objectives.

## RESPONSIBILITIES

The **Gender Specialist** will be responsible for providing strategic input and advice on gender at a project and country-specific level. They will be responsible for customizing and ensuring the success of a variety of gender outcomes within the project.

Activities include participating in project design and planning, developing project activities, conducting gender awareness-raising activities, ensuring good gender mainstreaming practices, designing and helping to implement meaningful monitoring and evaluation protocols, helping to document project results, and supporting project staff as needed.

The Gender Specialist should have exceptional knowledge, skills, and expertise in the domains of gender issues and international development as well as experience in project monitoring and evaluation.

Specific tasks include, but are not limited to, the following:

1. Advise and support the national project team on gender issues in ASGM;
2. Propose relevant project indicators on gender;
3. Develop appropriate guidance and protocols for gender mainstreaming of the project;
4. Ensure that a sound gender analysis informs project design and management;
5. Identify strategic actions to be undertaken to improve the quality of project implementation;
6. Conduct reviews and analysis of national policy, legislation, regulations, guidance, and protocols through a gender-focused lens;
7. Participate in knowledge networks and communities of practice through publications, presentations, and collaborations with other institutions;
8. Support the field coordinator in the planning and execution of capacity development activities related to gender;
9. Update baseline gender data of the project team;
10. Develop strategic partnerships in support of the project and its implementation;
11. Producing thematic reports and progress reports for funders and partners; and
12. Perform tasks related to the achievement of project objectives, as deemed necessary.

## ORGANIZATIONAL SETTING AND REPORTING

The **Gender Specialist** will report directly to the National Project Manager. He/She will be reporting on an agreed work arrangement with AGC Philippines.

## QUALIFICATIONS

The following qualifications are required for this position:

- Bachelor's degree in gender studies, international development, and human rights or related field or equivalent combination of training and experience;
- Minimum of three (3) years experience in implementing international programs/projects with gender outcomes;
- Demonstrated experience conducting policy analysis and designing and carrying out research;
- Basic knowledge of the ASGM sector is an advantage;
- Experience working with remote rural communities;
- Public speaking and facilitation skills are required;
- Highly organized with the ability to produce quality work and meet tight deadlines;
- Excellent communication skills (written, oral, cross-cultural);
- Willingness to travel and work flexible hours;
- Basic knowledge of Microsoft Office tools like Excel, Word, and PowerPoint; and,
- Must be based in Manila, Philippines or willing to relocate at their own expense.

## **LANGUAGE**

- Fluency in written and spoken English is required.
- Knowledge of Kankana-ey or Ilocano is an asset.

To apply to this position, please send a cover letter and resume, stating the job title in the subject line, to [planetgoldph@artisanalgold.org](mailto:planetgoldph@artisanalgold.org). Only shortlisted candidates will be contacted.