

Terms of Reference (ToR)

Capacity Development Training on Gender Mainstreaming, History of Gender Revolution, and Foundations of Feminism

Gender equality and women's empowerment are central to sustainable development, social justice, and inclusive programming. Effective gender mainstreaming requires staff and programme stakeholders to have a strong understanding of gender concepts, power relations, gender norms, feminism, and the historical struggles that have contributed to advancements in gender equality.

Empowering Rohingya Women and Girls by Enhancing Protection, Resilience, and Market Access (Women Empowerment) project supported by UNWOMEN to strengthen the capacity of relevant staff a capacity development training will be organized on **Gender Mainstreaming, the History of Gender Revolution, and the Foundations of Feminism**. The training will provide participants with conceptual knowledge and practical tools to integrate a gender-transformative perspective into organizational policies, programmes, project design, implementation, monitoring, and advocacy.

Title of the Training

Capacity Development Training on Gender Mainstreaming, History of Gender Revolution, and Foundations of Feminism for project staff

Purpose

The overall purpose of the training is to enhance participants' knowledge, understanding, and practical capacity on gender equality and feminist approaches and to enable them to apply gender mainstreaming principles in their professional roles and programme interventions.

Specific Objectives

The training aims to:

- Strengthen participants' understanding of basic gender concepts, including sex, gender, gender identity, gender roles, norms, stereotypes, and power relations.
- Develop a clear understanding of the history and evolution of gender equality movements and the gender revolution.
- Introduce the foundations, principles, and different perspectives of feminism.
- Enhance participants' understanding of patriarchy, discrimination, privilege, power, and intersectionality.

- Build practical skills for integrating gender considerations throughout the project/programme cycle.
- Strengthen participants' ability to identify gender gaps and gender-based barriers within programmes, institutions, and communities.
- Introduce practical approaches and tools for gender mainstreaming in planning, implementation, monitoring, evaluation, budgeting, and reporting.
- Promote gender-transformative and feminist approaches to organizational and programme practices.
- Encourage participants to develop practical commitments/actions for applying their learning in their respective areas of work.

Participants

The training will be attended by relevant **ActionAid Bangladesh staff, programme/project staff, and representatives of partner organizations.**

Number of participants: 23-30

Duration and Venue

Duration: 2 days

Venue: Cox's Bazar

Proposed Date: 29-30 September 2026

Scope of Work of the Facilitator/Trainer

The selected facilitator/trainer will be responsible for:

- Reviewing the training objectives and participants' needs.
- Developing a detailed training agenda and session plan.
- Preparing appropriate training materials, presentations, exercises, case studies, and handouts.
- Facilitating the training using participatory and inclusive methodologies.
- Linking theoretical concepts with practical examples relevant to development and humanitarian programming.
- Facilitating discussions on gender, feminism, power, patriarchy, and gender mainstreaming in a respectful and safe learning environment.
- Conducting practical exercises on gender analysis and gender mainstreaming.

- Assessing participants' learning through appropriate pre-/post-training tools or reflection exercises.
- Supporting participants to identify practical actions for applying the learning in their work.
- Providing a brief training report and/or key recommendations following completion of the training.

Expected Deliverables

The facilitator/trainer is expected to provide:

- Detailed training agenda/session plan
- Training presentation/materials
- Relevant handouts and practical tools
- Pre- and/or post-training assessment, where applicable
- Participant action-planning exercise
- Brief training completion report, including key observations, learning outcomes, and recommendations

Required Qualifications and Experience of Facilitator/Trainer

The facilitator/trainer should preferably have:

- A postgraduate degree in Gender Studies, Development Studies, Sociology, Social Sciences, Women's Studies, or a related field.
- Demonstrable expertise in gender equality, gender mainstreaming, feminism, women's rights, and gender-transformative approaches.
- Significant experience in facilitating capacity-building/training programmes on gender and related issues.
- Strong understanding of feminist principles, intersectionality, power analysis, and gender-responsive programming.
- Excellent facilitation, communication, presentation, and participatory learning skills.

Training Fee and Other Costs

The professional facilitation fee for the assignment will be:

- **Facilitation Fee: BDT 150,000 (including applicable VAT and Tax).**

Any applicable VAT and tax will be deducted/adjusted in accordance with organizational policy and prevailing Government of Bangladesh rules, as applicable.

- **TA, Accommodation, and Food:**

Travel Allowance (TA) for round-trip transportation, accommodation for two nights, and dinner expenses will be covered in accordance with the organization's prevailing policies, subject to the necessary approvals and submission of supporting documentation.

Payment Terms

Payment will be made in accordance with the organization's financial policies and procedures upon satisfactory completion of the assignment and submission/acceptance of the required deliverables and supporting documents.

Applicable VAT and Tax will be handled in accordance with organizational policy and prevailing regulations.

Confidentiality and Professional Conduct

The facilitator is expected to maintain confidentiality regarding any organizational, programme, or participant information obtained during the assignment. The facilitator must uphold professional standards, safeguarding principles, gender equality, non-discrimination, dignity, and respect throughout the training.

Reporting and Documentation

The facilitator will submit the agreed training materials and a brief completion report to the designated focal person after the training. The report should summarize the training process, major learning outcomes, participant engagement, key observations, and recommendations for further capacity development.

Deadline for Proposal Submission: 19 September 2026

- Please click below the link to submit your proposals

Link: <https://consultancy.actionaidbd.org/>

Disclaimer: ActionAid Bangladesh reserves the right to accept or reject any or all applications without assigning any reason thereof