



TERMS OF REFERENCE

CIVIL SOCIETY REGIONAL REFERENCE GROUP

As part of the Spotlight Regional Programme, UN Women, UNDP and UNFPA launch a call for nominations for the establishment of the Civil Society Regional Reference Group:

Objective	<p>Select seven (7) members of the Civil Society Regional Reference Group (CS-RRG)</p> <p>Members of the CS-RRG serve on a personal capacity and participation in the Group is not remunerated.</p>
Deadline	June 3, 2018 until 11:59pm (Panama time)

I. Background

The European Union (EU) and the United Nations (UN) are embarking on a new multi-year programme, called the ‘Spotlight Initiative,’ which is focused on eliminating violence against women and girls (VAWG) and harmful practices. In a focused set of countries, the Spotlight Initiative will deploy targeted, large-scale investments to improve the rights of women and girls, helping them to live lives free of violence.

The Latin American regional programme of the Spotlight Initiative will **focus on eliminating femicide**. As stated by the UN Economic Commission for Latin America and the Caribbean (ECLAC), on average, at least 12 women are killed daily in the region because they are women. Through a comprehensive approach, the Spotlight Initiative will focus its work on eliminating femicide through six key pillars: I) developing and implementing relevant legislation and policies, II) strengthening national and sub-national institutions, III) preventing violence through evidence-based programmes and campaigns, IV) ensuring the collection and use of prevalence and incidence data, V) establishing essential services for victims and survivors, and VI) supporting women’s rights movements and civil society organizations.

The Spotlight Initiative in Latin America will be implemented in five countries: Argentina, El Salvador, Guatemala, Honduras, and Mexico. These countries were selected on the basis of agreed criteria including the level of femicide prevalence in the country, and secondary criteria which assessed government commitment to this issue, enabling environment including for civil society, national and partner capacities, among other considerations.



There will also be a regional programme aimed at adding value, maximizing investment, and contributing to the scale, sustainability, visibility, lessons learnt and replication of programming to prevent and address femicide throughout the Latin American region. The regional programme is meant to address aspects of femicide that extend beyond borders and that cannot be solved entirely from a national perspective. The regional component will encourage regional institutions to move forward policies to prevent femicide in a context where women's human rights are being put into question and where some countries are rolling back previously agreed policies on gender equality.

The meaningful engagement of women's rights groups and relevant civil society organizations, including those representing young women, indigenous women, Afrodescendent women, migrant women, women with disabilities, and other groups facing intersecting forms of discrimination is a key principle of the Spotlight Initiative.

In December 2017, a group of civil society representatives participated in a regional consultation and provided technical inputs to the development of the Spotlight Regional Investment Plan. At this time, additional members will be added to the **Civil Society Regional Reference Group (CS-RRG)** to establish a mechanism to engage civil society participation and expertise during the inception and implementation phase of the **Spotlight Regional Programme**.

II. Objective

The main objective of the Civil Society Regional Reference Group is the following:

- To provide advice to the development of the Spotlight Regional Programme during the inception and implementation phase with the expertise, perspective and knowledge of civil society and to engage as advocates and partners for the realization of its objectives.

III. Main tasks

Inception phase:

- Finalize the draft TORs for the CS-RRG, including agreeing on the periodicity of meetings.
- Propose a budget to the UN for activities of the CS-RRG (including funding to support the coordination and convening of all stakeholders, participation in meetings/consultations/outreach as well as for the preparation of an annual monitoring report).
- Prepare a general plan for consultations and advocacy, outlining timelines and deliverables.
- Agree on a modality for selection of the 2 or more representatives of CSOs to sit on the multi-stakeholder Regional Steering Committee.



- Organize a meeting between selected members of Recipient UN Organizations and CS-RRG to agree on modalities for regular consultations.

Implementation phase:

- Provide advice on current EVAWG issues at regional-level as well as on the strategic direction of the Spotlight Initiative and relevant policy issues at the regional-level.
- Serve as partners in the advocacy and communication activities, including dissemination of the Spotlight Initiative messages to the public, especially youth and media.
- Provide advice on on-going interventions, possibilities for scaling-up and addressing challenges.
- Serve as an interactive space and open forum for dialogue/learning between the Spotlight Initiative and women's rights' organizations working on EVAW, including combating femicide.
- Provide other relevant information, analysis and lessons learned that could feed into the future programming and advocacy efforts of the Spotlight Initiative.
- Support the monitoring efforts of the multi-stakeholder Spotlight Regional Programme Steering Committee and advise on the implementation of the Programme, as well as provide feedback to the multi-stakeholder Committee, when relevant.

IV. Composition of the CS-RRG

CS-RRG is a strategic/substantive network of eminently qualified persons with diverse experience, expertise and perspectives in the priority areas of Spotlight. The following elements are suggested:

- The group will be formed of a maximum of 15 individuals, following an open and rigorous selection process. From these 15 individuals, 7 individuals will be from CSO groups previously invited to provide CSO advisory support to the development of the Regional Programme in December 2017. An additional 7 individuals will be selected through an open call to civil society selection process.
- The constitution of the CS-RRG is to be mindful of geographic balance with the region and adherence to the *leave no one behind* principle, so that all women and girls, including those facing intersecting forms of discrimination, are represented and are also included.
- It is recommended that at least 50% of the CS-RRG members represent the autonomous women's rights movement. CS-RRGs should also include regional representatives of youth as well as SRHR activists, leaders of indigenous and Afrodescents groups, migrant women leaders, LGBTI leaders, advocates and leaders of marginalized groups, disabilities' rights groups, labour/trade unions and others (such as groups that work to transform gender norms and eliminate VAWG).
- All members included in the CS-RRGs should have expertise on EVAWG.



- It is recommended to include representatives from important constituencies such as progressive faith based organizations and men and boys' organizations working on EVAWG and others.
- It is recommended to include civil society representatives who are leaders of regional and sub-regional networks of CSOs so as to ensure amplification of the needs and priorities of the widest diversity of voices
- CS-RRGs members join the group in their individual capacity and not as representatives of their organizations.
- CS-RRG members should not have any formal affiliations with governments or political parties

The CS-RRG will nominate a minimum of 2 of its members to represent civil society on the Spotlight Regional Programme Steering Committee. They should regularly report to the CS-RRG, and to civil society more broadly, on the Spotlight Regional Programme.

V. Duration of the mandate

Members of the CS-RRG will serve on a personal capacity. The initial appointment will be for a period of one year and can extend to a maximum of two years. Membership will be rotational.

VI. Periodicity of the meetings

Meetings will take place twice a year, either virtually or face to face during programme implementation. The frequency of the meetings will be more intense during the programme design phase.

VIII. Criteria of Selection

Seven additional members of the Civil Society Regional Reference Group will be selected. In order to preserve a balance among members, candidates meeting the following criteria will be given special consideration (minimum 4 criteria):

1. Be part of one of the following population groups: youth representatives (30 years of age or under), indigenous people, Afro-descendants, migrants, people living with disabilities, rural women, women living with HIV, LGBTI, with an active participation in the women's and/or feminist movement at regional or global level.
2. Have an attitude and disposition for active participation in groups and have enough time to follow up on activities, promote initiatives and respond to consultations. Have adequate time available to participate. During project development and inception more time will be required. If working in an organization or institution, a letter from the employer must be attached granting the minimum % of work time to participate in the Group.



3. Thematic

expertise in

Ending Violence Against Women and Girls.

4. Experience in policy, legislation and/or human rights treaties will be an asset, particularly at the regional/international level.
5. Academic and research experience, especially in the priority theme.
6. Active and proven participation within the women's and feminist movement at the regional level.
7. Strong connection with women's or feminist networks and organizations at national or regional levels, focusing on Ending Violence Against Women and Girls.
8. Proven experience and understanding of the needs and interests of the different women's groups, in the region.
9. Knowledge of the different development models and of the differences between middle-income and least developed countries (LDCs).
10. In order to ensure neutrality and in compliance with the ethical standards of the United Nations, members must not be part of directive boards of political parties, hold or being elected for public offices. In case of being elected after the selection as member of the CS-RRG, they must submit a written letter of resignation or their mandate shall be terminated before designation.
11. Trust and commitment to the UN Charter.

The present call for nominations will be shared among the women's organizations and networks of the region.

IX. Outputs

1. Concrete recommendations to the Regional Steering Committee (results of the virtual and face-to-face meetings).
2. Finalized TORs for the CS-RRG.
3. A budget for activities of the CS-RRG.
4. A general plan for consultations and advocacy, outlining timelines and deliverables.
5. Reports of the regular meetings.
6. Reports and/or documents providing advice to the Regional Steering Committee.
7. Reports on the participation in meetings and activities on behalf of the Group.

X. Selection Committee

The selection process will be conducted by a Selection Committee composed of current representatives on the Civil Society Reference Group and UN Women, UNFPA, and UNDP, who will assess the candidacies. The Selection Committee will make decisions by consensus.

XI. Requirements

All interested persons must submit the following documentation:



1. Curriculum vitae (CV). No more than 5 pages, including your professional training and work experience, comprising the women's/feminist movement.
3. Motivation letter (duly signed) expressing the reasons for the application and the contributions you would bring to the CS-RRG.
4. Certified endorsement letter no more than 5 years old and duly signed by the competent authority, from a feminist or women's organization, another organization focusing on gender equality and women's rights, or an organization that works with key groups that face multiple forms of discrimination or exclusion.
5. Letter certifying time availability duly signed by the competent authority, if the applicant is employed in any civil society organization/institution.

All applications must be sent to the following e-mail address **Antonio.garcia@unwomen.org** before the specified deadline: **June 3, 2018 at 11:59pm (Panama time)**.

Otherwise, the application will not be taken into consideration and it will be disregarded.

The applications can be submitted in Spanish and/or English.

A **webinar with civil society will be organized on May 25 at 10: 30-11: 30am (Panama time)** to share more information about the Spotlight initiative, the development of the regional component and more details about the training process and responsibilities of the Civil Society Regional Reference Group.

To get access to the webinar you will find the connection details below.

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