

TERMS OF REFERENCE

Implementing Partner in Guatemala for RISE Respect Workplace Program

September 2024

[Register your interest](#)

BACKGROUND

Bringing together the world's four largest women's empowerment programs in the global supply chains - BSR's HERproject, CARE International, Gap Inc.'s P.A.C.E. Program and ILO-IFC Better Work, RISE will leverage the combined experience in over 21 countries to achieve transformative change for the millions of women who work within supply chains globally.

RISE focuses on three interrelated pillars of action to tackle both immediate barriers and medium/long term structural improvements for women workers. These include increased agency, confidence, and communication, increased access to and control over financial products, services and resources, enhancement of the capabilities of unions and industry organizations to serve as gender champions, and implementation of policies at the workplace level, but also regional and national levels that promote gender equality.

Pillar 1: Capacity Strengthening: Working in factories in key countries, RISE will achieve impact with a network of local civil society partners and organizations working on gender equality to deliver worker capacity building programs. There will be three options available (i) Basic – a one module training (ii) Foundation – a 13 month needs based worker training program and (iii) Transformation a 12+ month worker and manager capacity building program.

Pillar 2: Market Transformation: RISE will work with and encourage leadership from industry actors (brands, buyers, suppliers, and worker representatives) to improve operating practices at all levels in global value chains to support greater gender equality outcomes.

Pillar 3: Influencing: RISE will leverage the founding partners' existing relationships and identify opportunities to work in partnership to influence employer/company/factory policies, programs, and budgets, as well as government policies that impact workers, in particular women workers, and support the breaking down of harmful social and gender norms.

These three workstreams are supported by two cross-cutting pillars. One on data, evidence and learning and one on women worker voice and representation.

About RISE Respect

RISE Respect program is a comprehensive approach for preventing and remediating Gender Based Violence and Harassment (GBVH) in the garment supply chain. The program contemplates three main workstreams:

- **CAPACITY STRENGTHENING** - Through its workplace program (see next page for details), RISE Respect promotes gender equality and cultivates more equitable relationships and attitudes among women and men in global supply chains, which ultimately help preventing violence and harassment in the workplace and in intimate relationships.
- **MARKET TRANSFORMATION** - RISE's objective is to provide a safe space for brands, suppliers, and workers representatives to reflect on business practices, and compliance approaches, and define mutually agreed strategies for prevention and remediation of GBVH.
- **INFLUENCING** - RISE Respect supports the alignment to existing legal frameworks and aims at generating new evidence to help inform progressive public policies on tackling GBVH, ensuring women workers' voices are heard.

The workplace program is currently available in Bangladesh, India and Vietnam. It uses a combination of intervention strategies to create a more harmonious and equitable work environment, including:

- Participatory training for workers and managers, to develop understanding of gender and power and how it interplays in relationships, and to build skills to prevent and address GBVH. Training is delivered to 3-5% of female and male workers, and 10% of supervisors.
- Joint sessions between workers and managers to provide a space for dialogue, develop a shared language about GBVH and mutually agreed strategies for prevention and remediation.
- In-depth support on how to strengthen policies and mechanisms to prevent and remediate GBVH.
- Awareness campaigns to inform workers of grievance and support mechanisms within the factory and community.

PURPOSE OF THE WORK

RISE is seeking an organization based in Guatemala to implement the RISE Respect workplace program in the country.

SCOPE OF WORK

- The organization will be delivering the RISE Respect program at the garment factories in Guatemala following RISE curriculum and design. It includes:
 - Conduct 6 capacity strengthening sessions covering 3 to 5% of women and men workers and managers, divided in 3 cohorts (men, women, managers). Topics covered are gender issues, social norms, communication, types of violence and how to prevent and remediate them. For example, for 2000 workers total, there will be 6 sessions for 2 groups of 25 women workers + 6 sessions for 2 groups of 25 men workers + 6 sessions with 2 groups of 25 managers = 36 sessions total.
 - Conduct 2 refresher sessions with each cohort (women, men, managers). For example, for 2000 workers total, there will be 2 sessions for 2 groups of 25 women workers + 2 sessions for 2 groups of 25 men workers + 2 sessions with 2 groups of 25 managers = 12 sessions total.
 - Arrange 3 joint sessions between management and workers on gender, communication and GBVH issues.
 - Arrange 1 top management training session.
 - Engage with top and middle management during program implementation through an introductory, mid-term and closing meeting.
 - Guide factories to set up a functional workplace system and policy to prevent and address GBVH.
 - Conduct 6 Workplace System Strengthening (WSS) sessions with the senior management and anti-harassment committees to strengthen the workplace systems on GBVH.
 - Conduct 1 townhall sessions with all the workers and managers in the factory at the end of the program to aware them on the policies and system on GBVH.
 - Facilitate the connection between reputed and reliable local organization and workers to avail required legal and psychosocial or other support related to GBVH.
 - Conduct Baseline and Endline surveys with a subset of workers and prepare reports following the Monitoring & Evaluation (M&E) framework of RISE.
 - Prints and distribute flipbooks and relevant IEC (Information, Education & Communication) materials to the workers and managers.

- The organization will appoint a project team to manage the program and to be in communication with RISE, brands and factories.
- RISE will connect the organization to factories to deliver the program.
- RISE expects good quality work from the organization which should appoint qualified facilitators who have expertise in gender, soft skills, GBVH and system strengthening work in the garment sector and/or in any supply chain in Guatemala. The organization should have an internal quality assurance procedure to uphold the RISE standard.

QUALIFICATIONS

- The organization should be a registered entity with rights to work in Guatemala and adhere to all local laws and regulations in the country.
- Proven experience in conducting capacity strengthening with vulnerable populations and with a no harm approach.
- Demonstrated experience in conducting sessions following adult learning principles on gender, soft skills, GBVH issues with workers and managers in the garment sector in India.
- Strong knowledge and experience in the areas of gender equality, women's empowerment and GBVH.
- Experience on system strengthening and policies on GBVH in the factories and expertise to facilitate worker management dialogue on sensitive topics.
- Strong project management skills, including timely and clear communication with factory management & RISE and managing project expectations, and working under tight timelines.
- Fluency in written and spoken Spanish is mandatory. Demonstrated experience in producing report in Spanish is required. Understanding of English is desirable.
- Ability to work closely with RISE in country and global teams across time zones.

REPORTING

The organization will report to the RISE Guatemala Country Lead and work closely with the RISE Respect Global Lead, and RISE Associate.

PAYMENT

The fees will be agreed in advance and payment will be made upon satisfactory completion of the deliverables. The organization will be responsible for its own taxes and other statutory obligations.

CONFIDENTIALITY & INTELLECTUAL PROPERTY

The organization is expected to maintain the confidentiality of all programs related information. All reports, data and other materials generated by the organization will be property of BSR.