



## **TERMS OF REFERENCE**

### **RISE Indonesia Country Coordinator**

#### **July 2025 – March 2026**

**RISE** is looking for a contractor to coordinate RISE's operations in Indonesia. The contractor needs to have significant experience working with the garment, footwear and home textiles sector (or similar highly feminized sectors) to develop and deliver worker capacity programs that consider the needs of women. They need to be based in Jakarta and speak Bahasa.

RISE is a collaborative effort with the goal of delivering a unified approach to women's empowerment in global supply chains. 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 focusses 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 achieves impact with a network of local civil society partners and organizations working on gender equality to deliver worker capacity building programs. This includes **RISE Foundation** – a 13 month needs based worker training program, that is delivered by local partners and through licensee partners and **RISE Financial Health** – a one year program on financial capability, resilience and inclusion.
- **Pillar 2: Market Transformation:** RISE works 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 leverages 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.

#### **RISE Indonesia**

RISE has been present in Indonesia since 2011 through HERproject and Gap PACE programs, taking place mainly in Java. In 2025, RISE is working with 15 factories with 44,018 workers (81% women) in Java, which are delivered by two implementing partners, and a further 57 factories are being supported through the RISE

licensee model. RISE works closely with global brands and buyers based in Indonesia, and with key stakeholders including founding partners, CARE, Better Work and Gap.

The Indonesia co-ordinator will work closely with the program team within RISE and will be initiative's contact in Indonesia which includes co-ordination of all RISE activities within Indonesia. The Indonesia co-ordinator will be responsible for timely and high-quality program delivery and project management, and for local relationship management.

As part of a highly matrixed team, effective collaboration across other team functions and particularly with in-country teams and local partners will be critical to success. The Indonesia co-ordinator will report to the RISE Country Lead for China and Indonesia, based in Guangzhou, China.

## **SCOPE OF WORK**

The role includes the following specific responsibilities.

### **1. Program delivery & local partnership management:**

- Working closely with local expert partners to ensure programs are delivered on time, and utilizing RISE tools and materials.
- Visiting factories and participating in key program activities, and provide support/guidance to factory management and local partners where needed.
- Being the main contact point for troubleshooting program implementation at the factories by working with the local partners.

### **2. Program Quality Monitoring:**

- Being responsible for ensuring that monitoring and evaluation activities are conducted at the highest level in Indonesia including overseeing data collection and analysis and interacting with the data platform.
- Monitoring program quality and delivery by conducting interviews or meetings with key stakeholders (such as factory management, workers, peer educators, factory program coordinators), and sharing feedback for quality improvement with country/program lead.
- Working with local partners to address any quality and delivery related challenges, which could include but not limited to trainings, worker outreach activities, IEC materials and curriculum adaption, and keeping Indonesia country lead or program lead updated.

### **3. Stakeholder engagement, external representation, and business development:**

- Building, maintaining, and nurturing strong relationships with Indonesia-based RISE members, and ensure that the key contacts of RISE members are in the loop of communications about program implementation.
- Keep close contact with external partners such as local RISE partners, workplace management and other key industry stakeholders, such as RISE Founding members, local experts, unions and women's association.
- Introducing RISE programs and program impacts in locally held events to strengthen RISE presence in Indonesia.
- Supporting the country lead & program lead in developing business opportunities for Indonesia where needed.

#### **4. Team Collaboration:**

- Working closely with the Indonesia country lead & program lead to share and discuss insights, challenges and opportunities related with Indonesia-based programs.
- Supporting and coordinating RISE team visits to Indonesia
- Sharing learning across a wider team to ensure that activities link up from an impact perspective and have a degree of standardization between them.

## **DELIVERABLES**

The planned work is expected to take place July 2025 – March 2026:

### **1. Program delivery**

- a) On-time and within budget delivery of Indonesia RISE workplace programs aligned with RISE program implementation guide;
- b) A well-established communication pattern on program delivery with local partners, factory and RISE members;
- c) A strong factory implementation tracking established which can track down the progress, challenges & highlights of each workplace program in Indonesia;
- d) Participation in key program activities (e.g. kickoff meeting and closing, worker FGDs, or Licensee training of the trainers) and active engagement with workers, peer educators and factory management throughout these activities;
- e) Troubleshooting challenges for program delivery with local partners and RISE team.

### **2. Program Quality Monitoring**

- a) Regular Factory visits conducted and feedback collection conducted from key stakeholders (workers, peer educators, factory management) on the ground;
- b) Worker stories & business case development through activities inside the factories or through working with local partners;
- c) On-time quality issues flagging and solution discussion and implementation.

### **3. Stakeholder engagement, external representation, and business development**

- a) Positive communications conducted and relationship built up with locally based RISE member representatives;
- b) Events presentation/guest speaking/webinar presentation on behalf of RISE in Indonesia
- c) Organize in country local events (for brands and suppliers) and support visits as needed;
- d) Map, identify and maintain the relationship with key external stakeholders;

### **4. Team collaboration**

- a) Strong partnership & relationship built up with local partners;
- b) On-time reporting to country lead & program lead;
- c) support provided in the regards of country visits of global RISE team, learning & best practices sharing, and program standardization.

## **EXPERIENCE AND EXPERTISE REQUIRED**

- A good understanding of the overall supply chain, esp. garment and textile industry, in Indonesia, and have strong knowledge of the needs of workers.

- Rich experience in worker engagement and factory management engagement.
- Strong communication and coordination skills.
- Gender program expertise or experience is a strong plus.
- Native Bahasa speaking, and fluent in English both in speaking and writing.
- Good flexibility to travel, mainly domestic travelling to factories in different Java areas.

## **PAYMENT SCHEDULE AND TIMELINE**

The Indonesia co-ordinator will submit a monthly invoice including all days worked for the month and what activities were performed per deliverable. BSR will issue payment within 30 days of receiving the invoice. The contractor will be responsible for their own taxes and other statutory obligations.

The initial contract will be July 2025 – March 2026 for a max of 165 days (pro rata). The contract will be reviewed in early 2026 for extension, funding dependent.

## **APPLICATION PROCESS**

Interested individuals must submit the following by 15 June 2025 to [recruitment@riseequal.org](mailto:recruitment@riseequal.org)

- Cover letter with a summary statement of competencies in relation to the TOR
- Curriculum Vitae
- Daily rate and availability for this assignment
- Names and current contacts of 2 referees.

## **CONFIDENTIALITY & INTELLECTUAL PROPERTY**

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