





International Individual Consultant: Team Leader (Expert on Evaluation, Gender, Women Empowerment and GBV) - Home based

 21 June 2026

 Home Based

 International Individual Consultant

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[Link To The Application](#)

Background and Purpose of Consultancy:

The UNFPA's current Country Programme Document (CPD) 2023–2027 was developed based on the socio-economic and political context as of early 2022. Since then, Sri Lanka has undergone substantial political and socio-economic transformations. Between 2022 and 2026, the country experienced a period marked by severe economic instability, significant political change, and notable progress in gender equality and women empowerment. The UNFPA Sri Lanka 10th country programme (2023-2027) has [five] thematic areas of programming with [5] interconnected outputs: [(i) Sexual Reproductive Health, adolescent (ii) maternal health care Quality of care and services (iii) gender and social norms; (iv) population change and data; (v) humanitarian action.

In line with the UNFPA's Evaluation Policy and scheduled a Gender Thematic Evaluation for the 10th cycle (2023-2027) to analyze key factors that facilitated or constrained the achievement of intended results and to draw strategic conclusions and deliver actionable recommendations to guide the next programme cycle.

The purpose of this Terms of Reference (ToR) is to hire an international individual consultant as Team Leader to lead the gender thematic evaluation of the 10th Country Programme (CP10: 2023-2027) Sri Lanka. S/he will lead the evaluation and coordinate and manage the work of national team members recruited by UNFPA as national consultants. This will be a home-based assignment with remote collaboration.

Scope of work: (Description of Services, Activities, or Outputs)

- The team leader will lead methodological design of evaluation, producing design documents, guide for data collection, triangulation, validation of data, conduct data analysis, drawing conclusions and recommendations based on evidence with and producing good quality evaluation report.
- Assure Quality of deliverables and the evaluation process
- Play proactive leading role during Kick off meeting, de briefing and sharing the findings with wider stakeholders
- Also, the team leader will closely engage with individual team members recruited by UNFPA
- S/he will serve as technical expert for gender equality and women empowerment or any other thematic areas covered under the 10th UNFPA Country programme of Sri Lanka.

Documents

 [TOR - Team leader Gender thematic evaluation UNFPA Sri Lanka.docx](#)

TERMS OF REFERENCE

International Individual consultant: Team leader (Expert on Evaluation, Gender, Women Empowerment and GBV) - Home based	
Hiring Office:	United Nations Population Fund, Sri Lanka
Background and Purpose of consultancy:	<p>The UNFPA's current Country Programme Document (CPD) 2023–2027 was developed based on the socio-economic and political context as of early 2022. Since then, Sri Lanka has undergone substantial political and socio-economic transformations. Between 2022 and 2026, the country experienced a period marked by severe economic instability, significant political change, and notable progress in gender equality and women empowerment. The UNFPA Sri Lanka 10th country programme (2023-2027) has [five] thematic areas of programming with [5] interconnected outputs: [(i) sexual Reproductive Health, adolescent (ii) maternal health care Quality of care and services (iii) gender and social norms; (iv) population change and data; (v) humanitarian action.</p> <p>In line with the UNFPA's Evaluation Policy and scheduled a Gender Thematic Evaluation for the 10th cycle(2023-2027) to analyze key factors that facilitated or constrained the achievement of intended results and to draw strategic conclusions and deliver actionable recommendations to guide the next programme cycle.</p> <p>The purpose of this Terms of Reference (ToR) is to hire an international individual consultant as Team Leader to lead the gender thematic evaluation of the 10th Country Programme (CP10: 2023-2027) Sri Lanka. S/he will lead the evaluation and coordinate and manage the work of national team members recruited by UNFPA as national consultants. This will be a home- based assignment with remote collaboration.</p>
Scope of work: (Description of services, activities, or outputs)	<ul style="list-style-type: none"> ● The team leader will lead methodological design of evaluation, producing design documents, guide for data collection, triangulation, validation of data, conduct data analysis, drawing conclusions and recommendations based on evidence with and producing good quality evaluation report. ● Assure Quality of deliverables and the evaluation process ● Play proactive leading role during Kick off meeting, de briefing and sharing the findings with wider stakeholders ● Also, the team leader will closely engage with individual team members recruited by UNFPA ● S/he will serve as technical expert for gender equality and women empowerment or any other thematic areas covered under the 10th UNFPA Country programme of Sri Lanka

	Please refer to annexure 01 (LINK) for details of the evaluation.		
Duration and working schedule:	The consultancy will be for 42 days for Team leader over period of 1st week of July to Mid November 2026		
Place where services are to be delivered:	Home based		
Delivery dates and how work will be delivered (e.g. electronic, hard copy etc.):	The consultancy will be 42 days from 1st of July to Mid November 2026.		
	Main Task	Deliverables	Duration
	Design phase		
	Induction meeting with the evaluation team		15 Days over 4 weeks (July first week to August first week)
	Orientation meeting with CO staff		
	Desk review and preliminary interviews, mainly with CO staff		
	Developing the evaluation approach		
	Stakeholder sampling and site selection	<i>Stakeholder map</i>	
	Developing the field work agenda	Field work agenda	
	Drafting the design report version 1	Design report- version 1	
	present the design report toERG meeting	PowerPoint presentation on design report version 1	
	Drafting the design report version 2	Design report - version 2	
Final design report	Final design report (see Evaluation Handbook , section 2.4.4)		

Field phase		
Collecting primary data at national and sub-national level		5 Days over 3 weeks (2nd week of August to 2nd week of Sep)
Supplementing with secondary data		
Collecting photographic material	Photos (see Evaluation Handbook , Section 3.2.5)	
Filling in the evaluation matrix	Evaluation matrix	
Conducting a data analysis workshop		
Debriefing meeting with CO and ERG	PowerPoint presentation	
Reporting		
Consolidating the evaluation matrix	Evaluation matrix	22 Days over 6 weeks(4 th week of September to end October)
Drafting CPE report version 1	Evaluation report - version 1	
ERG meeting on CPE report version 1	PowerPoint presentation	
Recommendations workshop	Recommendations worksheet	
Drafting CPE version 2	Evaluation report - version 2	
Final CPE report	Final CPE report (see Evaluation Handbook , section 4.5) with powerpoint presentation and audit trail	

Monitoring and progress control, including reporting requirements, periodicity format and deadline:	The acceptance of services at the end of each completed deliverable will be certified through a certification of payment to be countersigned by both parties (IC and UNFPA), including the details of working days with time sheets and tasks. Quality of the deliverable will be assessed prior to certification. Evaluation will mainly be guided by the UNFPA Evaluation Handbook(Handbook). Further the evaluation will adhere to UNEG ethics and principles.
Supervisory arrangements:	The evaluation Team leader will report to the Evaluation Manager (Program Analyst M&E). The team leader has to guide the team member to carry out the expected tasks efficiently and effectively. The team member will report to the team leader for technical purposes. Evaluation Manager will create a limited WhatsApp group for timely communication among team members . Team members will report to the Evaluation manager for the logistical and administrative purpose of the contract.
Expected travel:	Not required for the team leader as working remotely and conducting sessions virtually
Required expertise, qualifications and competencies, including language requirements:	<p>Academic Qualifications:</p> <ul style="list-style-type: none"> ● Master’s degree in women studies, gender studies, social sciences, demography or population studies, development studies , public health or a related field. <p>Experiences:</p> <ul style="list-style-type: none"> ● 15 years of experience in conducting evaluations in the field of international development and humanitarian assistance. ● Extensive experience in leading complex evaluations commissioned by United Nations organizations and/or other international organizations and NGOs. ● Demonstrated expertise in gender equality and women’s empowerment, gender-based violence and harmful practices. ● Familiarity with other technical areas of UNFPA’s mandate is an asset ● In-depth knowledge of theory-based evaluation approaches and ability to apply both qualitative and quantitative data collection methods and to uphold high quality standards for evaluation as defined by UNFPA and UNEG. ● Good knowledge of humanitarian strategies, policies, frameworks and international humanitarian law and humanitarian principles, as well as the international humanitarian architecture and coordination mechanisms.

- Ability to ensure ethics and integrity of the evaluation process, including confidentiality and the principle of do no harm.
- Ability to consistently integrate human rights and gender perspectives in all phases of the evaluation process.
- Excellent management and leadership skills to coordinate the work of the evaluation team, and strong ability to share technical evaluation skills and knowledge.
- Experience working with a multidisciplinary team of experts.
- Excellent ability to analyze and synthesize large volumes of data and information from diverse sources.
- Excellent interpersonal and communication skills (written and spoken).
- Work experience in/good knowledge of the region and the national development context of Sri Lanka or in the south asian region.

Required Competencies:

Values:

- Exemplifying integrity
- Demonstrating commitment to UNFPA and the UN system
- Embracing cultural diversity
- Embracing change

Core Competencies:

- Achieving results
- Being accountable
- Developing and applying professional expertise/business acumen,
- Thinking analytically and strategically
- Working in teams/managing ourselves and our relationships
- Communicating for impact
- Working in a team and leading the team effectively

Functional Competencies:

- Ability to ensure ethics and integrity of the evaluation process, including confidentiality and the principle of do no harm.

	<ul style="list-style-type: none"> • Ability to consistently integrate human rights and gender perspectives in all phases of the evaluation process. • Flexible and responsive to changes and demand • Be client oriented and open to feedback • Excellent writing and communication skills <p>Language:</p> <ul style="list-style-type: none"> • Fluency in spoken and written English
Inputs / services to be provided by UNFPA	<ul style="list-style-type: none"> • The consultant should bring a personal laptop and any other digital equipment which is required to complete the assigned task.
Other relevant information or special conditions, if any:	<p>Method of payment:</p> <p>20% - Upon approval of the design report</p> <p>40% - Upon submission of a draft evaluation report of satisfactory quality</p> <p>40% - Upon approval of the final evaluation report (CPE) and the PowerPoint presentation of the evaluation results</p>

Annexure 01: ([LINK](#))