

CONSERVACIÓN INTERNACIONAL

JOB DESCRIPTION

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| Job Title: | Gender Manager | | | | | |
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| Program and Division: | Ecuador | |  | | Field Program | |
| Department/Program Name | | Division Name | |
| Supervisor: | | Giovanni Ginatta | |  | Mangrove Climate Director | |
| Supervisor's Name | | Supervisor Title | |
| Type of Employment: | | X Regular  Fixed Term (6 months or less)  Other (Specify) | |  | Scheduled Hours: | X Full-time  Part-time 80%  Part-time 60%  Other (Specify) |
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| Reason for Job Description: | | X New Position  Review Open Position  Updated features\*  Update Employee File | |  | Position Location: | Guayaquil |

\* RRHH determina si las funciones actualizadas califican para un ajuste salarial

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| **Summary:** |
| The Mangroves for Climate project, funded by the Green Climate Fund (GCF), aims to improve a collaborative approach to mangrove conservation in Ecuador, focusing on four estuaries: Cayapas-Mataje, Muisne, Gulf of Guayaquil, and Jambelí Archipelago. By partnering with the public and private sectors and local communities, the project seeks to combat mangrove loss, reduce greenhouse gas emissions by approximately 4.6 million tons of CO2 equivalent, and empower 41,500 residents, while providing flood protection for 3,465 individuals. For six years, the targeted activities will foster long-lasting climate impacts.  The Gender Manager will design and implement a Gender Action Plan for the Project based on the guidelines established by the member institutions, with the aim of ensuring an effective positioning of the project and the execution of the budget in accordance with its objectives, annual plans and policies of the GCF and CI. He/she will coordinate with the Safeguards Manager to align policies, standards and procedures, guidance, and capacity building processes on the project. The Gender Manager will be based in the city of Guayaquil.  The Gender Manager will lead the integration of gender-transformative approaches within the project, ensuring that gender equality is mainstreamed in all interventions. This includes the supervision, coordination and technical support for the implementation of the generated Gender Action Plan (GAP), the alignment of project activities with global best practices in gender-responsive climate adaptation and the guarantee of gender-responsive budgeting. The role will also involve strengthening institutional capacity to address gender disparities and foster the meaningful participation of women and marginalized groups in conservation efforts.  By participating in field activities, the Manager will learn about conditions in the areas of intervention, identify key actors and impact stories, and document project efforts through gender implementation products that highlight the impact of the project. The field presence will strengthen institutional and community relationships and facilitate the dissemination of messages with local partners.  This position reports primarily to the Project Director and is also supervised by the Safeguards Manager. The role involves close collaboration with the technical team and the focal point in the Ministry of Environment, Water and Ecological Transition, as well as with external agents such as consultants and allied organizations, to ensure effective coordination of communication. |

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| **Key Responsibilities:** | |
| **Specific roles and responsibilities:** | **Percentage of Time** |
| Under this framework, the project requires hiring a Gender Manager, who will be responsible for the following key functions:   * Design a Project Gender Action Plan, within the framework of the GCF Gender Mainstreaming Policy and Conservation International guidelines. * Coordinate, supervise and provide technical support in the implementation and execution of the Project's Gender Action Plan. * Design and implement a gender capacity building strategy that includes specific training on gender-sensitive project design, mitigation of gender-based violence in climate change contexts, and gender-responsive approaches to climate adaptation. * Ensure the monitoring and evaluation of the Project with a gender perspective, through the development and monitoring of gender-specific indicators, the conduct of gender audits and the integration of qualitative data collection methods, such as participatory storytelling and focus group discussions to assess the impact of gender interventions, as developed in the Project's Gender Action Plan. * Gather information through periodic visits to the sites where the project is implemented to document real progress in gender outcomes: focus groups with women/women's groups, qualitative information collection, technical support to project teams in conflict mediation. * Propose adaptive changes, participate in reports and other activities with the aim of mainstreaming the gender approach. * Develop and implement strategies to increase women's leadership and decision-making in climate governance. This includes facilitating leadership training for women in coastal communities, creating mentorship opportunities, and ensuring gender-equitable access to project benefits, as developed in the Project's Gender Action Plan. * Establish strategic alliances with NGOs/CSOs/government entities focused on gender and women in order to learn and share lessons learned and innovative approaches to gender-responsive conservation, as developed in the Project's Gender Action Plan. * Develop communication material internally and externally, to share information, project results and lessons learned to disseminate among project/program stakeholders and external audiences. * Ensure alignment of projects' gender strategies with global frameworks such as the Green Climate Fund (GCF) Gender Policy, the UNFCCC Gender Action Plan, Ecuador's Gender and Climate Change Action Plan, and CI's institutional gender policies. * Facilitate knowledge sharing and learning among CI programs globally to improve gender mainstreaming. * Contribute information to meet project reporting requirements, including quarterly and annual reports, providing sex/gender disaggregated data and analysis. | 85 % |
| **Additional Responsibilities**   * Support inclusive activities among stakeholders with partners, communities, and national government representatives for collaboration and overall efforts. * Work closely with the project technical team to integrate gender considerations into project design, implementation, and monitoring. * Provide technical support in the selection processes of consultants and ensure alignment with the objectives of the ESS project. * Close coordination with the Safeguards Manager. | 15 % |
|  | 100 % |
| **People and resource management responsibilities**   * There is no direct supervision of the staff. * Collaborate and influence project teams to ensure project objectives are met. | |

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| **Education, experience, skills and abilities**:  The requirements listed below are representative of the minimum level of knowledge, skill, and/or ability required. Reasonable accommodations can be made to allow people with disabilities to perform essential functions. |
| **Required (critical to successful job performance. Applicants who do not meet the required skills may not be hired**)  **Education:**   1. Third-level degree in sociology, anthropology, psychology, or areas related to the human sciences. 2. Fourth-level degree (master's degree or specialization) in gender, sustainable development, social development, or related fields.   **Experience:**   * **At least 6 years of experience** in mainstreaming the gender and social inclusion approach in social development projects. * **At least 4 years of experience** in leading the implementation of gender/social analysis and gender action plans in projects related to conservation/climate/natural resource management involving indigenous and rural populations. * **At least 2 years of experience** in project design and implementation in coastal conservation or resources with knowledge and experience working with project design, monitoring and compliance of projects funded by public or private donors in coastal resource conservation or environmental management. * Work experience in the implementation of projects with a gender focus. * Strong collaborative space facilitation and capacity building skills. * Proficiency in Spanish and English * Excellent written and verbal communication skills. * Executive and analytical skills to implement projects, manage multiple tasks, and adapt to a dynamic environment. * Ability to work appropriately in an interdisciplinary, multicultural, diverse, and dynamic team environment. * Microsoft Office 365 Competencies * **Strong communication and stakeholder engagement skills** with demonstrated ability to communicate effectively with government agencies, local communities, civil society organizations, private sector, and other stakeholders involved in coastal resource management.     **Additional Qualifications:**   * Experience with multilateral projects and donor SSE policies and requirements. * Familiarity with the principles of Free, Prior and Informed Consent (FPC). * Experience in Microsoft SharePoint design, creation and management of databases. * Experience in the production and dissemination of knowledge management products and training materials. |

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| **Working conditions**: The environment in which work is performed, especially any unique conditions outside of a normal office environment. Describe all the physical functions that are essential to the success of the position, such as diving, driving, heavy lifting. Indicate how much domestic and international travel is required. |
| 1. The position is based in Guayaquil and requires occasional domestic and international travel. 2. Availability to work in the territory for extended periods. 3. Ability to work extended hours to meet project deadlines. 4. Time may be required for international travel up to 30% of the time. |

Approval/Acceptance of Job Description

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| Acceptance/Approval of Job Description | | | |
|  | Name (please print) | Signature | Date |
| Employee |  |  |  |
| Manager |  |  |  |
| Head of Division |  |  |  |
| Human resources |  |  |  |