Value for Women is expanding its consulting team!
GENDER AND BUSINESS EXPERT for SE ASIA

Value for Women seeks a Gender & Business Expert in Southeast Asia to work with us and our partners to drive forward a gender lens investing agenda. The is a remote and home-based consultancy role with preference for someone living & based in Thailand, Singapore, Philippines or Vietnam. The right candidate will be a high-energy, self-driven individual with consulting experience, able to manage multiple time zones and travel internationally. They will have robust experience in business, investment, value chains, markets, and experience or strong interest in gender and social inclusion, or women’s empowerment. We seek a well-organised, ambitious person able to manage multiple projects simultaneously. This person will ideally over time help us expand our work in the region and in the Gender Lens Investing sector globally.

Who we are and what we do

We are a specialized advisory firm that helps organizations advance gender inclusion (www.v4w.org). We believe that women are key drivers of economic and social growth, and that women’s inclusion is essential for better business outcomes. We identify and test new solutions that foster inclusion while unlocking the powerful economic potential that women hold. Our global network of experts and advisors is uniquely positioned to support clients around the world to create solutions that are high-impact, lean, innovative, pragmatic, and custom fit to their needs and goals. We demystify the “gender lens” and work with others to create, test, apply, and evaluate practical solutions. Specifically, we help organisations to:

- Reach more women and women-led businesses
- Implement and participate in the design of gender lens investment strategies
- Understand and tackle barriers women face in business and entrepreneurship
- Mainstream gender across strategy, decision-making, operations and value chains
- Identify ways to achieve greater women’s participation within employment, among SME staff and leadership

One of our focus areas is applying a gender lens to impact investing in order to advance the growth of SGBs (small and growing businesses), as a key motor for economic and social growth and women’s advancement. Specifically, VfW supports investors and businesses seeking both business and social
impacts and returns in diverse sectors, including finance, agriculture, and clean energy by providing research and technical advisory support.

**Roles and Responsibilities**

<table>
<thead>
<tr>
<th>Role</th>
<th>Gender and Business Expert Consultant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location</td>
<td>Flexible. Preference for Singapore, Indonesia, Philippines, or Vietnam with significant travel.</td>
</tr>
<tr>
<td>Period of association</td>
<td>Start date: January 6, 2019 or before.</td>
</tr>
<tr>
<td>Time commitment</td>
<td>According to an agreed-upon project work plan and deliverables</td>
</tr>
<tr>
<td>Reports to</td>
<td>Manager of Operations, Managing Director</td>
</tr>
<tr>
<td>Others reporting to this consultant</td>
<td>None at this time</td>
</tr>
<tr>
<td>Apply before:</td>
<td>November 21, 2019</td>
</tr>
</tbody>
</table>

The Gender & Business Expert works with and represents the Value for Women team, supporting our partners through the delivery of advisory services, action-oriented research, and technical assistance on gender and business projects. This exciting role is part of the global, multi-disciplinary team uniquely positioned to support clients around the world to create and implement gender-smart strategies and programs that are high-impact, innovative, pragmatic, and custom fit to their needs and goals.

The specific services provided by the consultant will be agreed upon on a project basis, and as set out in a monthly agreed-upon work plans. The Consultant will lead and take an active role in activities that may include the following, as agreed with Value for Women leadership, on a project-basis:

**Advisory Services:**

- Design, implementation and evaluation of Gender Strategies for businesses and investors:
  - Supporting the development and refinement of gender strategies and action plans for reaching business and gender goals
  - Design and implementation of frameworks, diagnostics, indicators, and mixed method evaluations to guide program improvements and to communicate impact
- Design training, capacity building and tools:
  - Design and implementation of training for impact investors and businesses
  - Technical assistance to impact investors supporting entrepreneurship and inclusion of women in products and services
  - Design and implementation of tools to support gender inclusion and enhanced impact on women of business activities, products and services

**Trainings:**

- Supporting development of, and leading on delivering trainings on gender, on gender lens investing, and the business case for including gender, targeting investors, businesses and other SGB ecosystem actors
- Trainings likely to happen in Q1 and Q2 of 2020 in SE Asian countries initially; with the possibility of expansion over 2020 and beyond

Practical Research to promote Gender Lens Investing:
- Design of methodology, research frameworks, and tools
- Coordination and implementation of research and data collection, including desk research and fieldwork using multiple qualitative and quantitative methods
- Analysis of information, data analysis and report writing
- Production of communication materials such as blogs, short reports, case studies, infographics, and diverse communications collateral to share learnings and drive sector progress
- Presentation of results in key regional and global events during 2020

Project coordination and relationship building with partners
- Internal and external meeting coordination and attendance (virtual and in-person)
- Project planning and systems management
- Public presentation of projects results as needed
- Attendance at local and global events, meetings and networking activities, as agreed
- Business development activities (proposal writing, informational meetings, seeking actively new opportunities for relationships and partnerships)

Initially, this role will focus on the following specific activities, outlined below. Based on successful completion, additional projects and activities will be incorporated on a rolling basis.

<table>
<thead>
<tr>
<th>Key activity</th>
<th>Description</th>
<th>Deliverables</th>
<th>Level of Effort</th>
</tr>
</thead>
</table>
| Technical Assistance and training for 1 impact investor or angel investor in SE Asia | Provide advisory services, towards improving the practical capabilities to adopt, implement and measure a gender lens in investment activities. Over a 12-14 month period, provide tailored support to deliver a combination of the following:  
  - Gender Assessment  
  - Training  
  - Gender Lens Investing Strategy  
  - Gender Lens Action Plan and tools for actioning Gender Lens Investing  
  - General advisory | Report on progress, advancements, outcomes  
  Written products for each of the listed milestones (assessment, post-training write-up, strategy, action plans, tools) | 20 days per investor partner (1 investor to start) |
| Research & Knowledge building                          | Lead and coordinate research and field building efforts on gender lens investing in SE Asia  
Research: | 2-3 short public-facing "briefs" (approximately 8 pages of text) on gender lens investing | 25 days |

Initial Work plan: Key activities, LOE and dates  
January - April, 2020 (initially)
<table>
<thead>
<tr>
<th>Activities</th>
<th>Deliverables/Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Lead on writing 2 to 3 short briefs on the state of the sector of gender lens investing, including 1 brief on best practices and case studies</td>
<td>Internal report (max 3-4 pages) on outcomes and learning for donors</td>
</tr>
<tr>
<td>• Lead research design and implementation</td>
<td>Presentations at 2-4 regional events during 2020</td>
</tr>
<tr>
<td>• Coordinate desk and field research efforts</td>
<td>3 half-day trainings delivered in SE Asia</td>
</tr>
<tr>
<td>• Oversee data collection, analysis and writing process</td>
<td>Brief (3-5 pg) report outlining the meetings, contacts and relationships, cultivated and coordination with partners</td>
</tr>
<tr>
<td>• Possible: support a team of Academic Masters candidates to do field work (offering guidance remotely)</td>
<td></td>
</tr>
</tbody>
</table>

Presentations and trainings:

• Showcase research across networks in the region (event attendance and presentations)
• Delivery of 1 to 3 gender trainings to investor networks, SME ecosystem actors
• Alliance building and coordination meetings with key VFW partners in the region

**Requirements:**

- Experienced business and gender professional, with several years of experience in finance or investment, business, markets, or value chains, and robust experience on gender and/or inclusion;
- Consulting experience and understanding of deliverables-based models
- Excellent project management skills, abilities to take initiative and collaborate as team player;
- Experience leading and/or carrying out applied and mixed method research and producing polished reports and materials for diverse audiences;
- Experience and comfort with design and delivery of workshops and trainings;
- Experience and comfort with stakeholder management and strong communication skills;
- Quick learner and a self-starter, well-organised, ambitious, able to multi-task, and excited to contribute to an organisation advancing gender inclusion and gender lens investing;
- Comfortable with working as part of a predominantly virtual team;
- Based in and qualified to work in Singapore, Indonesia, Philippines, or Vietnam, and willing and able to travel periodically (every few months) for several days at a time.

All costs related to performing this role, such as computers, tablets, telephone and other regular office expenses will be covered by the candidate. Expenses related to travel for work assignments will be reimbursed by Value for Women, in accordance with previous approval by line manager. The candidate is expected to contribute to any relevant taxes as per national law in their country of residence, as a consultant or self-employed individual.

**To apply:** Please send CV and cover letter to valueforwomen@v4w.org outlining why you are interested in this role and the organization, and what you would bring. Include “SE Asia Gender and Business Expert” in the subject line before November 21, 2019. Applications will be processed on a rolling basis. Inquiries can also be directed to valueforwomen@v4w.org