

TERMS OF REFERENCE

1. Position Title	Statistics and Analysis consultant
2. Time Commitment	Equivalent to approximately 30 hours per week for 185 days per calendar year. The consultant/provider must be able to commence no later than end February / beginning March 2021. The agreement is for a fixed term, concluding 30 November 2022.
3. Budget	Consultants to confirm a daily rate as part of their application.
4. Location	Remotely-based in timezone +/- 5 AEST (AEDST)
5. Reporting to	Special Adviser, Equality Insights
6. INTRODUCTION	
<p><i>Equality Insights</i> is a flagship program of IWDA that aims to redefine how poverty is understood and measured in order to inspire wider change in measurement standards and approaches, and in gender equality outcomes. Built on more than 12 years of research and refinement, <i>Equality Insights</i> deploys a gender-sensitive, individual-level survey that asks questions about many aspects of life to better understand how poverty is experienced by men and women. The result is an evidence base of (otherwise invisible) insights to inspire and enable targeted and transformative change.</p> <p><i>Equality Insights</i> collects individual-level data about fifteen dimensions of life plus assets from all adults in a household. It can provide users with new insights into multidimensional deprivations experienced by populations of interest, beyond income and monetary wealth. It offers insights into material, social, economic, environmental, and political factors shaping poverty and inequality. Primary survey data collection from individual adults makes possible analysis by gender, age (<i>Equality Insights</i> has no upper age cut off), disability (via the Washington Group Short Set questions), socio-cultural background, marital status, number of children, rural/urban, other characteristics as relevant, and intersections of these.</p> <p>Sampling every adult in a household enables insights into any differences in deprivation inside households, including analysis of the 'invisible poor', to reveal the proportion of a population, and its demographic make-up, who live in better off households, but are individually deprived. Within-household data can also be used to estimate the degree of intrahousehold inequality in a population or sub-population, and the extent to which this inequality impacts men and women differently.</p>	
7. PROGRAM OVERVIEW	
<p>Over the next two years (2021-2022), IWDA will implement a program of work to improve the gender equality outcomes of COVID-19 recovery in the Pacific through increasing the availability of data that makes the specific circumstances of women visible, and supporting that data to be used for gender-responsive planning, programming, advocacy and resource allocations. This will involve the development of a new <i>Equality Insights</i> survey variant, <i>Equality Insights Rapid</i>, that is brief and can be implemented without face-to-face enumeration; collection and analysis of data using the new survey; and engagement with stakeholders to support use of data to inform gender-responsive action.</p> <p>The program is organised around four action areas:</p> <ol style="list-style-type: none"> 1. Improved evidence base for implementing COVID-19 recovery that advances gender equality in selected Pacific countries 2. Decision-makers and change agents can access and are using Equality Insights Rapid data 3. Policy, programming, advocacy and/or resource allocations for COVID recovery is informed by Equality Insights Rapid data in at least two countries 	

4. Regional actors recognise and use Equality Insights data and/or tools

8. CONSULTANCY BACKGROUND

IWDA is seeking a highly able Statistics and Analysis Consultant to contribute their skills and experience to the program over the next 19 months. Providers based outside of Australia and without Australian work rights are eligible if they can be engaged as a registered business.

The focus of the role, organised around the four programs action areas, is outlined below. Specific priorities will be agreed with the consultant/ provider on a monthly basis.

ACTION AREA 1: The Statistics and Analysis Consultant/Provider will work closely with the Data Use and Engagement Manager and the wider Equality Insights team and with external stakeholders to adapt the existing Equality Insights survey tool and method for delivery in the COVID-19 environment.

The Statistics and Analysis Consultant/Provider will work with a Global Technical Advisory Group (GTAG) to determine the most appropriate adaptations to the existing *Equality Insights* method of measuring multidimensional poverty and inequality¹ in order to retain fidelity to the existing conceptual foundations and generate individual-level, inclusive, intersectional and gender-sensitive data through the *Rapid* variant.

The role-holder will work with the Data Use and Engagement Manager to document the rationale for and contribution of *Equality Insights' Rapid* to gender-sensitive measurement of multidimensional poverty and inequality, including contributing to general public communications and submissions to peer-reviewed journals.

Remote oversight of the survey's deployment in at least 2 countries in the time period is expected. Should the Consultant/Provider be based in a country in the Pacific where data collection is to be undertaken, more direct engagement may be feasible, depending on the context. The Consultant/Provider will support any required training of data collectors and provide quality assurance to processes of data collection. They will lead processes of data cleaning, analysis and reporting, including production of standard analysis reports and briefs, and stakeholder-directed priority analysis.

ACTION AREA 2: The Statistics and Analysis Consultant/Provider will act as the main liaison between the program and selected technology providers to direct the process of creating an accessible, online interface that enables a mix of users to engage with, and access insights from, the data.

ACTION AREA 3: The Statistics and Analysis Consultant/Provider will work alongside the Data Use and Engagement Manager and with the Special Adviser to support government representatives (including from national women's machineries and national statistics offices), and non-government actors (including women's rights organisations and disabled people's organisations) in countries where data is collected to use the resulting insights in their policy, advocacy, and/or resource allocations.

ACTION AREA 4: The Statistics and Analysis Consultant/Provider will contribute technically to meetings, webinars and other engagements with regional and multilateral organisations including the Pacific Community and relevant UN agencies, governments and civil society organisations, and support the Data Use and Engagement Manager to build recognition of *Equality Insights'* contribution and relevance.

9. CONSULTANCY OBJECTIVES

The objectives of consultancy are to:

¹ The *Equality Insights* method is comprised of four technical components: (1) a purpose built survey that collects primary data from a single individual to populate *Equality Insights'* 15 dimensions; (2) a sampling method that involves interviewing all adult members of a household, to provide insights into the 'invisible poor' (poor individuals in households not identified as poor using existing household-level measures of poverty) and within-household disparity; (3) scoring questionnaire responses from most to least deprived, and aggregating information from the survey items, to indicators, themes, and dimensions, into a single index number at each level; and (4) analysis that takes advantage of this unique combination of features.

5. Provide the Equality Insights team with access to high level skills and experience in statistics and analysis, and experience in quantitative survey design in a development cooperation context.
6. Adapt the existing Equality Insights survey tool and method for delivery in the COVID-19 environment, ensuring robustness and retaining fidelity to the existing conceptual foundations.
7. Oversee individual-level, inclusive, intersectional and gender-sensitive data through the Rapid variant in two Pacific countries
8. Analyse the resulting data
9. Develop technical documentation about the Equality Insights Rapid variant.
10. Contribute to high quality communications about Equality Insights including peer reviewed publications.

10. SERVICES TO BE PROVIDED

Note: High level priorities will be confirmed via periodic Work Orders (we anticipate doing this on a six-monthly basis). The Consultant Provider will confirm ongoing priorities and timing via a monthly work plan.

1. Lead the process of adapting the existing *Equality Insights* survey tool and method for delivery in the COVID-19 environment, building on the existing *Equality Insights* survey, method, data and analysis.²
This includes:
 - a. Design the approach to development of the *Rapid* survey variant the survey, working with the *Equality Insights* team and the Global Technical Advisory Group (GTAG) to deliver this in the first half of 2021, maintaining robustness and credibility; Consider the potential to use multiple modes of survey delivery³;
 - b. Engage with the GTAG to test ideas and receive feedback;
 - c. Develop an appropriate scoring method;
 - d. Design a standard analysis plan for *Equality Insights Rapid* data and develop associated code for statistical analysis in R; and
 - e. Produce a methodology update to communicate rationale and decisions and enable external engagement.
2. Undertake dimension and composite index construction, testing methodologies and exercising judgment in selection of methods.
3. Oversee and direct the digitising and testing of the survey, including adaptation for multiple modalities of collection as required (for example, phone survey, online survey).
4. Oversee data collection processes, remotely, in at least 2 countries in the time period, supporting the development and delivery of training for data collectors, where relevant, and ensuring quality control in data collection processes. Should the Consultant/Provider be based in a country in the Pacific where data collection is to be undertaken, more direct engagement may be feasible, depending on the context.
5. Produce standard statistical analysis from the data, including reports and briefs, being responsive to stakeholder-directed priority areas of analysis.
6. Lead engagement with the technology provider to deliver an online platform that makes the data accessible to stakeholders while maintaining privacy and security.
7. Where necessary, engage with additional statistical consultant/s, including providing expert technical advice, setting priorities, managing workflow, and providing quality control, working in collaboration with the Data Use and Engagement Manager to ensure efficient and effective use of available resources.
8. Contribute to communication and dissemination of research findings, including through inputs to working papers and articles published through peer-reviewed sources.
9. Contribute to *Equality Insights* team processes, including planning; monitoring, evaluation and learning (MEL); and budget planning and development.

² The *Equality Insights* method is comprised of four technical components: (1) a purpose built survey that collects primary data from a single individual to populate *Equality Insights*' 15 dimensions; (2) a sampling method that involves interviewing all adult members of a household, to provide insights into the 'invisible poor' (poor individuals in households not identified as poor using existing household-level measures of poverty) and within-household disparity; (3) scoring questionnaire responses from most to least deprived, and aggregating information from the survey items, to indicators, themes, and dimensions, into a single index number at each level; and (4) analysis that takes advantage of this unique combination of features.

³ A background paper is being prepared by a consultant to support this consideration.

11. REQUIREMENTS

The Consultant/Provider should possess the following skills and experience:

ESSENTIAL

11. Completed postgraduate level university qualification in statistics or related discipline
12. Proven experience conducting data collection
13. Demonstrated experience leading statistical data analysis with complex data sets, including familiarity with relevant analysis techniques
14. Strong knowledge of and experience with R
15. Knowledge of core Equality Insights-relevant concepts and technical requirements such as composite indices
16. Excellent attention to detail and commitment to data integrity, ensuring data is accurate, thoroughly and appropriately analysed, and complies with data security requirements
17. Ability to work autonomously under general direction
18. High level written communication skills including communicating technical information to specialist and non-specialist audiences
19. Previous experience collaborating with stakeholders within and external to an organisation, and across hierarchies
20. Excellent time management and track record of delivering projects on-time and budget.

DESIRABLE

21. Previous experience working with gender data
22. Previous experience with surveys using modalities under consideration for *Equality Insights Rapid* (e.g. phone interviews, online questionnaires, mailed questionnaires, text messages)
23. Applications from candidates based in the Pacific will be highly valued.

12. EXPRESSION OF INTEREST

Candidates are invited to submit expressions of interest addressing the following:

- A cover letter addressing the criteria as set out in the 'Requirements' section above.
- A CV detailing the Consultant/Provider's relevant previous experience.
- If based outside Australia and without Australian work rights, evidence of business registration.
- Confirmation of consultants daily rate for the life of the contract

Expressions of interest that do not cover these requirements will not be considered. Expressions of interest are required by **09.00am Monday 01 February 2021 AEDT** and should be sent to info@equalityinsights.org

To discuss the role please contact Joanna Pradela, Director Knowledge Translation and Equality Insights to set up a time: jpradela@iwda.org.au

International Women's Development Agency (IWDA) has an EO exemption (H298/2018) and requests applications from people who identify as women only. IWDA encourages women from culturally and linguistically diverse backgrounds and women with disabilities to apply. Any offer of engagement will require a National Police Check and endorsement of IWDA's Child Protection Code of Conduct