

# Online Resources for Integrating Gender into Energy Operations

## Step 3: Implementation and Monitoring Resources

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Available on [www.ESMAP.org](http://www.ESMAP.org)

### SAMPLE TERMS OF REFERENCE FOR A GENDER FOCAL POINT<sup>1</sup>

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#### Scope and required tasks

The Gender Focal Point will be responsible for the implementation of the gender mainstreaming program of the Ministry of Energy as set out in the Ministry's Gender Action Plan (GAP). The Gender Focal Point will report to the Minister of Energy.

The specific tasks of the Gender Focal Point:

1. Advise the Minister of Energy on gender equality issues, practices, and policies relevant to gender mainstreaming in [country] energy sector;
2. Coordinate the implementation of MoE's GAP
3. Assess energy proposals/documents for inclusion of gender issues and where appropriate suggest ways in which gender can be incorporated.
4. Lead the initiatives on gender training for staff of MoE and other energy sector agencies
5. Develop a communication strategy related to gender and energy activities
6. Liaise with Ministry of Gender/Women and Development to inform and involve them of MoE's gender activities
7. Liaise with World Bank, UNDP, UN Women on Gender, and other development-partners.
8. Liaise with local communities to support their initiatives in energy
9. Report quarterly to the Minister of Energy on progress with implementation of the Gender Action Plan.

#### Required qualifications for Gender Focal Point:

- At least five years' experience in gender analysis, training, gender planning, integration and implementation in organisations and projects
- Some understanding of women's energy use in [country].
- Experience in working with government and international development institutions.
- Fluency in [local language] and English/French
- Knowledge about National Policy and Legislation related to gender mainstreaming
- Experience with gender mainstreaming in the energy sector, while not essential, would be an advantage.

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<sup>1</sup> World Bank (2011) Mainstreaming Gender: Africa Renewable Energy Access Program (AFREA).