

## TERMS OF REFERENCE no.

**Project title: Strengthening transparency and accountability for gender equality in Western Balkans and Moldova (Gender Budget Watchdog Network, Phase II)**

**PUBLIC CALL FOR MENTORING SERVICES: Call for mentors- Implementing GRB advocacy actions at the local and regional level**

<b>About the project:</b>	This project follows the Gender Budget Watchdog Network (GBWN) in the Western Balkans and Moldova's previous, successful ADA and SIDA-supported project. GBWN members have developed this project based on results and lessons learned from the first phase; local circumstances including on-going critical policy processes related to EU Accession; and identified needs.
<b>Project objective:</b>	The overarching long-term objective of the project is to improve public commitments for gender responsive climate action and increase available financing to implement gender-responsive climate action in the Western Balkans region and Moldova.
<b>Target groups:</b>	The direct target group of the action is civil society organizations, members of the Gender budget watchdog network and beyond. Specifically, the action is focusing on: <ol style="list-style-type: none"> <li><b>1. Women's rights organizations</b></li> <li><b>2. Men's organizations</b></li> <li><b>3. CSOs working on environment protection and climate change</b></li> <li><b>4. CSOs working on implementation of UN Convention 1325.</b></li> </ol>
<b>Place:</b>	Country / Region: Western Balkans and Moldova (ENP), <i>Albania, Bosnia and Herzegovina, Kosovo, North Macedonia, Montenegro, Moldova, and Serbia</i>
<b>Results and Activities:</b>	
<b>Output</b>	GBWN is institutionalized as a resource hub for CSOs on GRB.
<b>Activities</b>	<p><a href="#">Gender Budget Watchdog Network</a> is looking for <b>5 mentors</b> to guide and <b>support 20 civic society organizations (CSOs)</b> from across Western Balkans and Republic of Moldova in the gender-responsive budgeting advocacy plans and in the consecutive implementation of local and regional advocacy actions.</p> <p>Mentorship is part of the capacity building of the CSOs consisting of: <b>Step 1: Capacity building assessment</b> to depict awareness, knowledge and skills, as well as attitudes about use of GRB in monitoring impact of resilience response and climate change financing. <b>Step 2: Development of tools for watchdogging capacity</b>, which includes tailoring a capacity building program for gender responsive monitoring of resilience response and climate change financing for each target group. <b>Step 3: Mentoring of the organizations</b> to produce gender budget watchdog reports and advocacy for gender balance distribution of public finances for resilience response and climate change practices.</p>
<b>Scope of work:</b>	<ol style="list-style-type: none"> <li>1. Providing <b>one Training course for the group of organizations</b> (3 hours long). GBWN will provide background information and developed advocacy plans of the participating CSO's that will be mentored. Based on the identified needs of the CSO's, the mentor will develop the Training course for his/her group of CSOs.</li> </ol>

	<p>2. <b>Individual mentoring of participating CSOs in the implementation of the advocacy actions (2 sessions per organization – each of at least two hours).</b> Mentors will be the main reference for CSOs by means of their advocacy competences. They will ensure guidance and support to the organizations throughout the advocacy actions towards local and regional authorities. It is expected that the first round of mentoring sessions to take place after the training course, and the second round to take place after three months, at the end of the mentoring engagement.</p> <p>3. <b>Ensuring the coordination with the GBWN team.</b> GBWN learning and grants officer (CRPM) will act as the main contact for the mentors, who are responsible for presenting the finalized advocacy plans and ensuring regular updates on the status of the implementation of the advocacy actions through regular online communication. Mentors are expected to ensure coordination with the GBWN team from the beginning of their services until the end of the contract.</p> <p>4. <b>Outlining the final report on implemented training course and main outcomes achieved with the implementation of the advocacy actions</b> achieved by the CSOs under her/his mentorship. The report will be sent to GBWN for validation.</p> <p><i>In order to minimize possible negative ecological consequences of the intervention material will not be printed but shared online.</i></p>
<b>Qualifications of mentors:</b>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of gender-responsible budgeting,</li> <li>• Knowledge and understanding of climate financing,</li> <li>• At least 5 years of practical experience in provision of trainings and mentoring of CSOs in the field of advocacy and lobbying,</li> <li>• Excellent knowledge and understanding of advocacy strategies and tools,</li> <li>• Good understanding of the roles and functioning of regional and local authorities,</li> <li>• Proven record of successful advocacy actions</li> <li>• Ability to work in an intercultural team,</li> <li>• Working level of English (oral and written) is mandatory.</li> </ul>
<b>Time frame and specific tasks of the assignment</b>	<p>The time frame for realization of the whole engagement is approximately <b>3 months</b>. The <b>expected start</b> time of the assignment is <b>September 2025</b>.</p> <p>Mentors will be assigned as following:</p> <ul style="list-style-type: none"> <li>• 1 Mentor covering Albania (3) and Kosovo (2) : 1 Training course + 10 mentoring sessions for 5 CSOs</li> <li>• 1 Mentor covering Bosnia-Herzegovina (2) and Montenegro (3): 1 Training course + 10 mentoring sessions for 5 CSOs</li> <li>• 1 Mentor covering Bosnia-Herzegovina (2) and Serbia (4): 1 Training course + 12 mentoring sessions for 6 CSOs</li> <li>• 1 Mentor covering North Macedonia: to provide 1 Training course + 4 mentoring sessions for 2 CSOs</li> <li>• 1 Mentor covering Moldova: 1 Training course + 4 mentoring sessions for 2 CSOs</li> </ul>
<b>Financial remuneration:</b>	<p>Each mentor will be paid 300 EUR per the training course and 50 EUR per mentoring session (all taxes and charges included).</p> <p>The payment will be made after the last service's completion (submission of the final report).</p>
<b>Deadline for applying:</b>	<p>If interested, send:</p> <ul style="list-style-type: none"> <li>• <b>your CV</b></li> <li>• <b>Motivation Letter</b> (max one page)</li> </ul>



- **list and references of previous mentoring works** you have performed, and any relevant advocacy work you have done (campaigns, demonstrations, projects)

to [gbwn@crpm.org.mk](mailto:gbwn@crpm.org.mk) by **8<sup>th</sup> of August 2025**, including in the subject of the email '*Call for Mentors – Implementing GRB advocacy actions*'.

