

TERM OF REFERENCE

Position Title	Senior Laos GEDSI Consultant
Location	Vientiane, Lao PDR
Working day	12 days
Reports To	LASEP Team Leader

Program Background

Partnerships for Infrastructure (P4I) is the Australian Government's flagship infrastructure initiative for Southeast Asia. It partners with Cambodia, Indonesia, Laos, Malaysia, Philippines, Thailand, Timor-Leste, Vietnam and the Association of Southeast Asian Nations (ASEAN) to foster inclusive growth through sustainable economic infrastructure (i.e. transport, energy, telecommunications, and utilities).

Delivered through a single cohesive team, the initiative is led by the Australian Department of Foreign Affairs and Trade in collaboration with EY, Adam Smith International, The Asia Foundation, and Ninti One. The Program's Head Office (the Hub) is in Bangkok.

P4I focuses on infrastructure prioritisation and planning, policy and regulation, and procurement and project preparation (P4I does not finance the delivery of infrastructure). All services aim to address gender equality, disability, and social inclusion, and disaster risk reduction and climate change issues. Further information about P4I is available at www.partnershipsforinfrastructure.org

The Laos-Australia Sustainable Energy Partnership (LASEP) was launched as part of broader development cooperation between Australia and Lao PDR, aimed at building a more sustainable, reliable, and inclusive energy sector. LASEP reflects Australia's commitment to supporting Lao PDR's energy transition by improving energy sector governance, strengthening policymaking, and fostering resilience against climate impacts. Its primary objective is to assist the Government of Laos (GoL) in developing an energy sector driven by evidence-based policies and inclusive decision-making, aligned with Laos' broader development goals, including the 10th National Socio-Economic Development Plan (NSEDPlan) and regional initiatives for a sustainable and just energy transition.

PART 1: SERVICES PROCURED

Background

Including more diversity in decision-making within the energy sector is crucial because it brings a variety of perspectives and experiences, leading to more innovative and effective solutions. Diverse leadership can better address the energy needs of all community members, ensuring that policies and projects are equitable and inclusive. Additionally, it helps to dismantle systemic barriers and promotes social justice, contributing to a more resilient and sustainable energy sector.

GoL's has a number of policies to promote gender equality and there is a growing focus on increasing the participation of women and marginalized groups in leadership and decision-making roles. However, the energy sector in Laos faces significant gender imbalances, with men comprising 82% of the workforce in the electricity and gas supply industries. Addressing this imbalance requires a comprehensive approach that includes:

- Building the capacity of women to participate and lead in the energy sector through targeted training.
- Integrating gender equality and inclusion principles into energy planning and policy.
- Promoting inclusive energy policies that remove barriers to marginalized groups' participation in the energy transition.

To support these efforts, LASEP has developed the "Promoting Women's Leadership and Advancing Inclusion in Infrastructure in Lao PDR" project. This initiative empowers women and marginalized groups with tools,



knowledge, and opportunities to participate in Laos' energy transition, fostering a more equitable and inclusive energy sector.

Objectives

The primary objectives of the project are:

- Promoting Women's Leadership and Gender Equality in Ministry of Energy and Mines (MEM) and related line ministries
- Strengthen the capacity of MEM staff to apply inclusion principles and international tools in sustainable energy planning and policies, fostering inclusive, resilient and evidence-based decision-making practices

Scope of Work

P4I seeks a Senior GEDSI Adviser to develop and refine a leadership training curriculum tailored for women in Laos' energy sector. This curriculum, initially piloted in Cambodia, will be customized for Laos' context. The adviser will also deliver two training sessions to senior MEM officials.

Key tasks include:

Task 1: Training Curriculum Development:

- Lead the development of a trainer's manual and participant's handout for the women's leadership training.
- Integrate feedback from GoL stakeholders to ensure relevance.
- Update training materials, including PowerPoint presentations, interactive exercises, and supplementary resources.

Task 2: Stakeholder Engagement & Consultations:

- Facilitate consultative sessions with P4I and MEM teams to align the curriculum with project objectives.
- Document key insights and recommendations for curriculum enhancement.

Task 3: Training Delivery:

- Deliver two training sessions (2-3 days each) for approximately 30 senior MEM officials.
- Use interactive learning methodologies to encourage peer learning and engagement.
- Assess participant learning through assignments and evaluations.

Taks 4: Evaluation & Reporting:

- Review and score assignments.
- Provide feedback and measure training outcomes.

Deliverables

	Deliverable	Tentative delivery date	Days
1	Inception report	April 2025	1
2	Task 1: Training Curriculum Development	April 2025	4
3	Task 2: Stakeholder Engagement & Consultations	April-May 2025	2
4	Task 3: Training Delivery	May 2025	2
5	Taks 4: Evaluation & Reporting	June 2025	3
	Total		12

Note that delivery date may be adjusted based on the progress of amendment phases or regulatory requirements in coordination with GoL.



PART 2: QUALIFICATIONS AND APPLICATION PROCESS

Preferred Qualifications and Requirements:

- Master's or PhD in a relevant field.
- Minimum 5 years of experience in delivering leadership training for government officials.
- Proven expertise in GEDSI, leadership development, and public speaking.
- Experience using interactive training methods to facilitate peer learning.
- Strong facilitation, presentation, and classroom management skills.
- Proficiency in Microsoft Office (Word, Excel, PowerPoint).
- Excellent problem-solving skills and ability to work independently.
- Self-motivated, professional, and committed to achieving project goals.

How to Apply

- Qualified consultancy firms/individuals must submit proposals in electronic format only to recruitment@partnershipsforinfrastructure.org by **4 April 2025 at 05:30 PM Vientiane time**. Partnerships for Infrastructure (P4I) is an equal opportunity employer, with personal and professional development opportunities provided to all staff. P4I adheres to a strict code of ethics and has zero tolerance for sexual harassment and exploitation.
- Prior to the proposal due date, consultancy firms/individuals may submit questions or request further information concerning this ToR to inthanongsone.inthavongsa@asiafoundation.org
- Proposals for submission (required):
 - **Technical proposal**
 - Approach to assignment, analytical methods, and tools.
 - Gantt chart with timeline of tasks and deliverables.
 - Evidence of experience in similar assignments.
 - CVs of proposed personnel.
 - Relevant publications or technical analyses.
 - Company/organization profile (if applicable).
 - **Financial proposal**
 - Total proposed price.
 - Breakdown of cost by deliverables.

PART 3: EVALUATION METHOD AND CRITERIA

Evaluation will be based on the factors below. P4I reserves the right to reject proposals, discontinue the process, or negotiate the best and final offers.

- Methodology relevance and quality
- Consultant/team qualifications and experience
- Understanding of project context and objectives
- Cost-effectiveness of the proposal