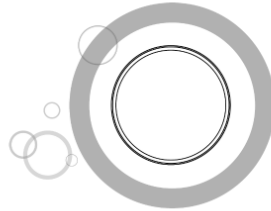


Gender and Mission Methodology



INITIATIVE 5%
SIDA, TUBERCULOSE, PALUDISME



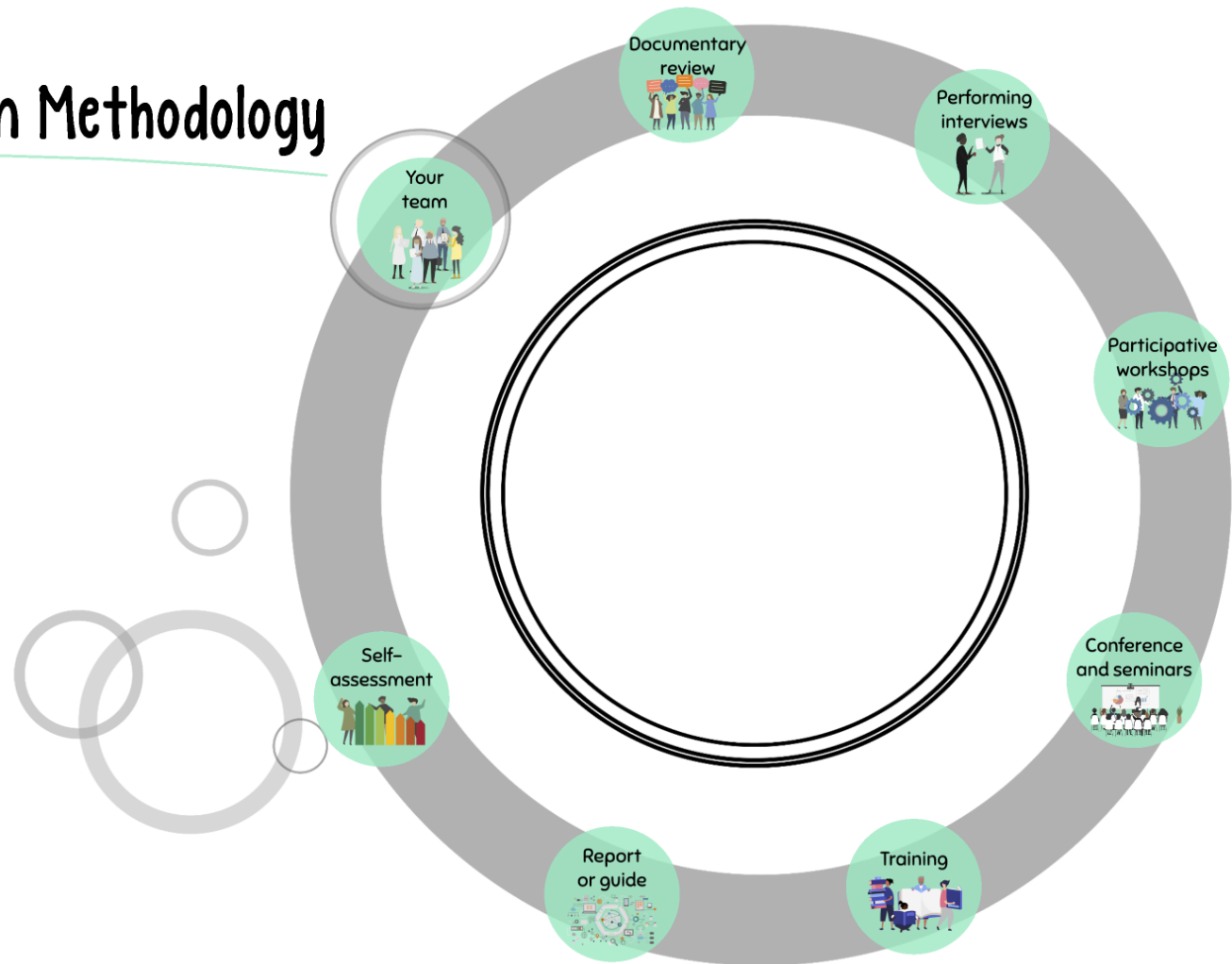
Design : Elsa Manghi

Production : AlterNature média

Translation : Anna Hallewell



Gender and Mission Methodology



Your team



Your team

For the attention of consultancy firms and offices :
include women, equivalent positions

Have gender skills within the team and, if not, gender resources
available for consultation

Be attentive to power relationships in the group between
women and men, senior and junior members of team...

Introduce clear guidelines for prevention of sexist relationships within team or out in
the field

Organization of travel out in the field (compatibility of personal and professional life)

Key questions

Are there women in the team ?

Are there gender skills in the team ?

If not, are gender resources available to provide support ?

Have I prepared a mission debriefing with the team, in which I can cover questions relating to power and sexist violence within the team or out in the field ?



Documentary review



Documentary review

Include gender issues in the theme or for the populations in question.

Include sociological aspects (gender norms, traditions...).

Collect documents that transcribe the words of the women, men, key populations and people in question.

If there is a lack of data, highlight it in the report.

Provide sources for your documents, with names of authors.

Key questions

Are the words of the people in question included ?

Are the theme's gender issues included ?

Is sociological data present ?

Are document sources provided ?



Performing interviews



Performing interviews

Interview the same number of women, men, key populations of both genders, young people of different ages...

Interview the people your mission is targeting

Be attentive to power relationships between the interviewer and the interviewee

Ensure that your behavior is attentive, respectful and equal

Key questions

Have I interviewed as many women as men ?

Have I recorded the thoughts and words of the people in question ?

Does the interview environment ensure that the person feels comfortable, able to express themselves freely and is it free from power relationships ?

Did I address men and women in the same way, and if not, why not ?



Participative workshops



Participative workshops

Ensure that equal numbers of women and men participate
(50% of each sex/group)

Ensure that these people (F/M) have the necessary means to come to the workshop venue (time, availability, resources)
If not, organize transport and childcare at the venue

Oversee speaking time and make it easy for women to speak :
provide rules

Workshop organizer :
Sex of workshop organizer, allocation of roles between organizers and speakers

Key questions

Are women and the people targeted by the mission taking part in the workshop ?

Have I made sure that they can get to the workshop ?

Have I organized speaking time so that women feel able to participate ?

Who is leading the workshop ? A woman ? An interested party ?



Conference and seminars



Conference and seminars

Speaker participation : female-male parity

Female-male parity in chairing round-table sessions

Workshop feedback in sub-groups : female-male parity
(group to be advised of this)

Conference and seminars

Ensure that you do not reproduce sexual stereotypes in the themes covered by women and men

Present and name all speakers equally

Key questions

Did equal numbers of men and women make presentations ?

Were male and female speakers introduced in the same way ?



Training



Training

Include gender questions in the training theme
(see the document on Gender and pandemics)

50% women and 50% men
(except in cases of non-mixed training)

Ensure that all these people (M/F) are able to come to the workshop venue (time, availability, means)

Organize speaking time so that everybody is able to express themselves

Workshop organization : gender skills and sex of leader(s)/presenters

Key questions



Are both women and men taking part in the training ?
In equal numbers ?

Has speaking time been organized to allow everyone to speak ?

Are the theme's gender issues covered ?

Are the people running the training course women or men ?
Are they experienced in gender issues ?

Report or guide



Report

Ensure that you use an inclusive writing style when writing your report (a person, chairperson, women, human rights...)

Quote examples ensuring that everybody is represented equally, women, men, key populations...

In your report indicate the sex or the gender of the people you have met

Indicate the theme's gender issues, suggest a gender analysis and gender recommendations.

Key questions



Is the style of my report inclusive ?

Are the illustrations used in the report gender stereotypes ?

Have I included a gender-based recommendation in my report ?

Have I indicated the sex of the people I met or who took part in the workshops ?

Self- assessment



Self-assessment

At the start of your mission, set yourself 2 objectives for integrating gender into your mission.

At the end of the mission, self-assess yourself on these objectives both quantitatively (on a scale of 0 to 10) and qualitatively.

Share any aspects you wish with The 5% Initiative

Key questions

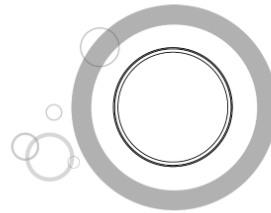
Did I identify 2 gender objectives before the mission actually started ?

Have I carried out a self-assessment on the results of these objectives ?

Have I shared certain aspects with The 5% Initiative ?



Gender and Mission Methodology



Have a successful mission !

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