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Terms of Reference (TOR)

Feminist Leadership School

Universities or colleagues - Research or Training institutions - NGO

Within the Project:

“Strengthening Palestinian Civil Society’s Capacity for Democratic Engagement, Inclusive Dialogue, and Community Resilience”

1. Background

The Palestinian Working Woman Society for Development (PWWSD) is a feminist, rights-based organization established in 1981, working to promote gender equality, social justice, and women’s empowerment within the Palestinian context. The organization adopts an integrated approach that links feminist struggle with national, social, and developmental dimensions.

PWWSD works across the West Bank and Gaza Strip and plays a key role in strengthening women’s participation in civic, political, and economic life, while advocating for justice, equality, and democratic governance.

2. About the Project

This assignment is implemented within the project:

“Strengthening Palestinian Civil Society’s Capacity for Democratic Engagement, Inclusive Dialogue, and Community Resilience”, funded by the European Union and implemented in partnership with Expertise France.

The project aims to enhance the capacity of Palestinian civil society actors to actively engage in democratic processes, promote inclusive dialogue, and contribute to collective resilience, particularly in a context characterized by political stagnation, shrinking civic space, and socio-economic challenges.

The project adopts a feminist, rights-based, and conflict-sensitive approach, recognizing women and youth not as passive beneficiaries but as leaders, agents of change, and key actors in shaping public life.

It focuses on three core pillars:

- **Expanding Civic Space:** through legal aid, documentation of violations, and rapid-response initiatives
- **Strengthening Inclusive Participation:** through dialogue platforms, community engagement, and grassroots mobilization



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- **Building Collective Power:** by supporting women- and youth-led organizations through sub-granting, capacity-building, and leadership development

Within this framework, the Feminist Leadership School is a key intervention under capacity strengthening efforts, contributing directly to enhancing civic engagement and leadership among young people.

3. Purpose of the Feminist Leadership School

The Feminist Leadership School is a flagship capacity-building initiative designed to create a transformative learning space that bridges academic knowledge with practical civic engagement.

It responds to the urgent need to reclaim and expand civic space in Palestine by equipping young women and men with the tools, knowledge, and critical awareness necessary to engage in public life, influence policies, and advocate for rights.

The School is grounded in a feminist analytical framework, which critically examines power relations, gender inequalities, and structural injustices, while promoting inclusive and participatory approaches to leadership and social change.

More specifically, the School aims to:

- Foster critical consciousness around issues of gender, democracy, and social justice.
- Strengthen participants' ability to analyze political, economic, and social systems within the Palestinian context.
- Develop feminist leadership skills that emphasize collaboration, accountability, and collective action.
- Enhance participants' capacity to engage in civic and political processes, including advocacy, dialogue, and policy influence.
- Provide a safe and inclusive space for expression, debate, and knowledge production.
- Support the development of research-based outputs that contribute to public discourse and evidence-based advocacy.

The school builds on PWWSD's long-standing experience in feminist organizing and responds to the need for sustainable leadership pipelines among youth, particularly young women, within civil society and public spheres.

4. Objectives of the Assignment

A. Overall Objective:

To strengthen the capacities of young women and men to actively and effectively engage in civic and political life through a feminist and rights-based perspective.

B. Specific Objectives:



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- Enhance knowledge of civic space, democracy, and citizenship.
- Strengthen understanding of gender, feminist theory, and social justice.
- Build participants' analytical, research, and critical thinking skills.
- Equip participants with advocacy and policy engagement tools.
- Support the production of research outputs addressing civic and gender-related issues.

5. Scope of Work

The selected service provider will be responsible for:

- Designing and developing a comprehensive curriculum for the Feminist Leadership School.
- Preparing all training materials (theoretical and practical).
- Delivering the program using participatory and interactive methodologies.
- Facilitating sessions and coordinating guest speakers/trainers if needed.
- Supervising and mentoring participants in developing research outputs.
- Coordinating closely with PWWSD throughout all implementation phases.
- Submitting periodic and final reports in English.

6. Key Thematic Areas

The program should cover, but not be limited to:

- Civic space, democracy, and citizenship.
- Development of political systems, with a focus on Palestine.
- Gender concepts, feminist theories, and gender identities.
- Economic systems and social justice.
- Human rights frameworks and legal perspectives.
- Critical thinking and participatory research methodologies.
- Advocacy, civic engagement, and policy influence.

7. Methodology

The school shall adopt a participatory, interactive, and practice-oriented methodology, including:

- Interactive lectures and facilitated discussions.
- Critical analysis and reflective sessions.
- Case studies and applied exercises.
- Group work and peer learning.
- Research-based assignments and mentorship.



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8. Target Group

The Feminist Leadership School targets:

- University students and graduates in:
 - Law
 - Political Science
 - Social Sciences
 - Gender/Women's Studies
- Young activists and professionals engaged in civil society.

Individuals interested in civic engagement, human rights, and feminist approaches.

9. Expected Outputs

- Training of approximately 20–25 participants.
- Production of research outputs (policy papers, position papers, analytical studies). Students/participants will develop these papers under the supervision of the service provider.
- Development of a comprehensive training curriculum.
- Organization of a final public event to present participants' outputs and award completion certificates.

10. Duration

The program duration is 90 Training hours, implemented during **May – August 2026**.

11. Who can apply for this service?

Eligible applicants include:

- Universities.
- Research centres.
- Training institutions.
- Non-governmental organizations.

Required Qualifications:

- Minimum 10 years of relevant experience.
- Proven expertise in gender, social sciences, political science, or related fields.
- Experience in research and academic supervision.



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- A team of consultants with advanced academic degrees (PhD preferred).

12. Deliverables

- Detailed work plan and timeline.
- Full curriculum and training materials.
- Complete 90 Training hours.
- Periodic progress reports.
- Final comprehensive report.
- Supervision of participants' research outputs.

13. Language

- Training: Arabic.
- Reporting: English.

14. Application Procedure

A. Technical Proposal:

- Expression of interest.
- Conceptual and methodological framework.
- Work plan and timeline.
- Team composition and CVs.
- Samples of previous work.

B. Financial Proposal:

- Detailed budget in EUR.
- Inclusive of all applicable taxes.

15. Financial and Tax Conditions

All payments under this contract are subject to applicable Palestinian laws and regulations. A 10% withholding tax will be deducted from all payments, unless the contracted party provides a valid Withholding Tax Exemption Certificate issued by the competent authorities.

The service provider is responsible for complying with all applicable tax regulations.

16. Evaluation Criteria

- Technical Proposal: **70%**



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- Financial Proposal: **30%**

17. Submission Details

Interested applicants are invited to submit their technical and financial proposals no later than:
15 May 2026

Submission Method:

Proposals must be submitted in a **sealed and stamped envelope** to the following address:

Palestinian Working Woman Society for Development (PWWSD)

Al-Anbia Street, Real Estate Building, 3rd Floor
Ramallah – Palestine

Submission Requirements:

The envelope must include:

- Printed copies of the **Technical Proposal** and **Financial Proposal**
- A **soft copy (USB)** containing the full application documents

The envelope must be clearly labeled as follows:

“Feminist Leadership School – Technical and Financial Proposal”

Important Notes:

- The **technical and financial proposals must be submitted in separate sealed envelopes**, both enclosed within one main sealed envelope.
- Late submissions will not be considered.
- PWWSD reserves the right to accept or reject any proposal without obligation to provide justification.

18. Ethical Commitment, Safeguarding, and PSEA Policy

The Palestinian Working Woman Society for Development (PWWSD) is fully committed to preventing and addressing all forms of Sexual Exploitation and Abuse (SEA), as well as ensuring a safe and respectful environment for all individuals involved in its activities.

Any acts or practices constituting Sexual Exploitation and Abuse by employees, volunteers, partners, or contractors are strictly prohibited and will result in immediate disciplinary measures, including possible contract termination.



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PWWSO adopts the United Nations definitions of SEA as outlined in document **ST/SGB/2003/13**:

- **Sexual Exploitation:** Any actual or attempted abuse of a position of vulnerability, differential power, or trust, for sexual purposes, including but not limited to profiting monetarily, socially, or politically from the sexual exploitation of another.
- **Sexual Abuse:** The actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions.

All PWWSO employees, volunteers, partners, and contractors are required to immediately report any suspicions, allegations, or confirmed incidents of SEA through the organization's secure and confidential reporting mechanisms.

Compliance with PWWSO's Code of Conduct, Safeguarding Policy, and PSEA Policy is mandatory under this contract.

The selected consultant will be subject to vetting procedures, including reference checks. Upon selection and prior to contract signature, the consultant will be required to:

- Read and acknowledge PWWSO's official [PSEA Policy](#)
- Sign the **PSEA Self-Declaration Form**

Failure to comply with these requirements or any breach of the above obligations shall constitute grounds for immediate termination of the contract without liability on PWWSO.

19. Additional Notes

- PWWSO is not obligated to select the lowest offer.
- Payments will be made in installments based on deliverables.
- Applicants must be legally registered.