

CONTRACT TERMS OF REFERENCE

WIEGO Social Protection Programme: Challenging the Global Orthodoxies Undermining Universal Social Protection

Project Manager

1) Project Outline

WIEGO is a global action-research-policy network that seeks to improve the status of the working poor in the informal economy, especially women. Worldwide, an estimated two billion people — 61 percent of all working people in the world and 70 percent of those working in middle- and low-income countries — work in the informal economy, meaning that they lack the labour and social protections that help smooth income, protect against risk, and keep households out of poverty.

At a global level, the Universal Social Protection 2030 (USP 2030) framework, which is linked to Sustainable Development Goal 1.3 and ILO labour standards, provides a key set of principles and actions which should underpin the extension of social protection to all, including informal workers, at national level. The set of action points include the development of social protection systems which provide protection throughout the lifecycle, are based on a mixture of equitably financed social assistance, social insurance and other measures which provide income protection, and are contextually appropriate, rights-based, gender-sensitive, inclusive, and representative.

However, although the USP 2030 framework has gained support from a variety of key social protection stakeholders, including national governments, the ILO, IMF, World Bank, and other United Nations agencies, as well as global civil society organizations, certain key principles and actions remain contested in practice at both the level of global financial institutions and within the roll-out of schemes at national level. Much of the contestation over the desirable nature and role of social protection has its roots in implicit assumptions underpinned by neo-classical economic theory, resulting in powerful policy ideas which counteract the key principles of USP 2030, and ultimately undermine the extension of fair, equitable and sustainable provision of social protection to informal workers. In this 18-month project, WIEGO will seek to consolidate, gather and produce new research to challenge the economic orthodoxies which undermine universal social protection.

This position is to provide project and research management support to SPP's project on Challenging the Global Orthodoxies which Undermine Universal Social Protection. There is a strong research component to this role, and prospective applicants should be comfortable with research design and the management of research. There is also a capacity building process involving work with organizations of informal workers. Prospective applicants will play a lesser role in this aspect of the project but will be expected to assist with general logistics.

2) Specific responsibilities:

Research Management:

- Support the convening of a technical workshop to determine specific research projects.
- Support the management of individual research projects where necessary.
- Gather and adapt existing research to support project aims.
- Work with the SPP Director to write up synthesis report

Advocacy

- Support the development and implementation of the project's strategic advocacy plan.

Monitoring, Learning & Evaluation:

- Supporting in developing the project's MLE framework.
- Management of project MLE.

Time Management

- Lead on the development of a detailed project calendar.
- Ensure that project deadlines are adhered to.

Communications Management

- Set up and manage communication procedures between WIEGO and project partners
- Liaise with Social Protection communications manager to ensure dissemination of project outputs.

Team Responsibilities

- Direct report to the Director of the Social Protection Programme
- Represent and share project outcomes with the rest of the organisation
- Track and assess project expenditure reports with line manager
- Participate in social protection team planning and review activities

3) Key Requirements and Skills

- An advanced degree (at least to Masters-level; PhD is an asset) in public/social policy and other related disciplines.
- At least 5 years previous experience working in a non-profit, public policy organization, research, or academic environment with some project management experience.
- Track record of social protection research and policy advocacy (or related areas) for and with low-income groups in Africa, Asia or Latin America.
- Excellent written and spoken English-language skills; other languages (Spanish, French, Portuguese) an asset [a sample of written work is required].
- Strong interpersonal skills.
- Self-motivated and proactive with a problem-solving perspective.
- Ability to work well across multiple cultures within a virtual network.
- Comfortable with working largely virtually and from own workspace.

Priority will be given to women applicants living and working in the Global South.

4) **Time Frame:** July 31st 2021 – 31st March 2023