

Terms of reference (ToR)

Consultancy for Training of Trainers on WPS agenda and UNSCR 1325 for Iraqi Ministries

1. Context

The assignment takes place in the framework of the following project

Summary of the project:	
Name of the lead implementing organisation:	elbarlament e.V.
Project title:	Women Taking the Lead
Project location:	Iraq
Beneficiaries:	20 participants from the Ministries of Justice, Defence, Interior, Labour and Social Affairs and Environment.
Training duration and location	09 – 11.02.2026, Baghdad (Iraq)
Donor:	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Elbarlament is a peacebuilding and democracy support organisation, with a special focus on empowering women and youth. We follow a unique approach that integrates conflict sensitivity, cultural awareness and intersectionality.

Elbarlament cooperates with parliaments, governments, civil society actors and international institutions, implementing projects and delivering consulting services in German, English, French and Arabic. Our international and multilingual team is based in Berlin and Erbil (Iraq).

We believe in the transformative power of culture and the arts as well as inclusive dialogue, especially in contexts of state fragility. Through our work we aim to:

- Promote peaceful coexistence between all groups in society
- Foster democratic norms and practices
- Support dialogue between civil society and political decision makers
- Increase environmental awareness and contribute to mitigating climate change-related conflicts

1. Background:

The "Women Taking the Lead" aims to enhance the political and social participation of women in Iraq by improving the enabling environment for women's leadership in governance with a focus on the Gender-Climate-Security nexus and UNSCR 1325 implementation.

As part of the project, a three-day training will be conducted for five Iraqi ministries (Ministry of Defense, Ministry of Interior, Ministry of Labour and Social Affairs, Ministry of Environment, Ministry of Justice) between 09 - 11 February 2026.

This follow up ToT training aims to strengthen ministerial participants' understanding of TOT principles, Iraq's legal and political frameworks, and key concepts related to equality between men and women, conflict, peacebuilding, and the Women, Peace and Security agenda. It equips participants with practical skills to create safe and interactive training environments and supports them in developing applicable strategies to contribute to peacebuilding and security at local and national levels, including through future training replication within ministries.

2. Objective

The objective of this consultancy is to provide a three-day training programme for ministerial staff on integrating the Women, Peace, and Security (WPS) agenda within their ministry's work. The training will cover the following topics:

- Raise awareness of the importance of women's participation in decision-making roles within the above mentioned ministries, addressing the need for greater acceptance of women in leadership positions within the Iraqi government. This will include sharing successful examples from other countries that highlight the benefits of women's leadership.
- Enhance practical skills in monitoring, policy development, and institutional coordination, enabling staff to more effectively support policies that are responsive to the needs of women and men and climate action within their ministries as well as creating a networking space to determine mutual goals, coordination mechanisms and action plans between the ministries..
- Utilize the existing Training of Trainers (ToT) manual to ensure consistency in content delivery and adherence to capacity-building methodologies. Key sections of the manual, Part A, will be incorporated to deepen understanding and provide a structured approach.
- Providing participants with the foundational skills and practical methodologies needed to train others within their respective ministries, as well as at the governorate and provincial levels, on the principles and implementation of the Women, Peace and Security (WPS) agenda.
- Promote inclusive policy-making by encouraging collaboration with women-led civil society organizations (CSOs) to support the Women, Peace, and Security (WPS) agenda.

3. Scope of Work

The consultant will be responsible for:

- Designing a three-day training agenda focusing on ‘how to train others’ on WPS Agenda, UNSCR 1325 and Iraqi INAPs.
- Incorporating content from Part A of the ToT manual to reinforce key concepts as well as review and extend training material from the 1st part of the ToT Joint Ministerial Training.
- Support participants in mastering practical tools and techniques to design and deliver their own training sessions within ministries, creating safe, participatory, and engaging learning environments.
- Share best practices, and guide participants in applying training methods and adult learning principles effectively in their future training activities.
- Ensure training materials are tailored to participants’ needs, including relevant examples, exercises, and case studies that can be replicated in ministerial contexts.
- Track participants’ progress, offer constructive feedback, and document lessons learned to strengthen the quality and impact of future trainings.

4. Deliverables

The consultant will deliver:

- A detailed training agenda and content outline.
- Facilitate and deliver training workshops and lead sessions on thematic topics mentioned in the ToR.
- PowerPoint presentations, case studies, and training materials for the three-day programme.
- A final report (in English) summarizing the training outcomes, participant feedback, and recommendations for future capacity-building initiatives.

5. Timeline

The consultancy will begin in the third week of January 2026, and the training will take place in Baghdad/Iraq during the second week of February. The final report should be submitted within two weeks following the training.

6. Qualifications

The ideal consultant should have:

- Demonstrated experience conducting Arabic-language Training of Trainers (TOTs) on the Women, Peace, and Security (WPS) agenda, specifically for government personnel.
- Strong facilitation and communication skills in Arabic
- Experience working in Iraq or the Middle East region would be an advantage.

7. Reporting

The consultant will report to elbarlament e.V. and collaborate with project coordinators to align the training with project objectives. The final report should be submitted within two weeks following the training.

8. Proposal Submission

Interested individuals or organizations should submit a detailed proposal including:

- An overview of relevant experience and qualifications.
- Approach and methodology for delivering the training.
- Estimated timeline and budget and any additional costs (Travel costs will be covered by elbarlament).

9. Submission Deadline

Proposals should be submitted by **14.01.2026**. Please make sure to include: **Consultancy for Training of Trainers on WPS agenda and UNSCR 1325 for Iraqi Ministries, Iraq** in the email title.

10. Contact

For inquiries and submission of proposals, please contact Rouaa Alamin at alamin@elbarlament.org