

Terms of Reference:

Scholarship in support of UNSCR 1325 on Women, Peace and Security

Assignment title:	FBA scholarship
Host entity:	Bytes for All (B4A), Pakistan
Assignment category:	Scholarship
Duty station, country:	Islamabad, Pakistan
Duration (in months):	12 months
Expected starting date:	2026-01-02 or according to agreement

Organizational context and brief description:

Bytes for All (B4A), Pakistan is a human rights organization and a research think tank with a focus on Information and Communication Technologies (ICTs). We promote the use of technology for sustainable development, democracy and social justice. Our strategic plan delivers in the following key result areas (KRA):

*Securing digital rights and freedom of expression for civil liberties;
Strengthening holistic security of human rights defenders & media professionals;
Technology for human rights-based data collection, management and reporting;
Ending technology-driven gender-based violence; and
Network building at national, regional and global level.*

To deliver above-mentioned KRAs, B4A conducts research for evidence-based policy advocacy, field projects and capacity building of citizens and civil society organizations. B4A has vast experience in organizing research both primary and/or secondary data research with a task of designing the methodologies both qualitative and quantitative approaches, doing field-level survey, desk or web research, analyzing and synthesizing information, authoring or editing reports and communicating research results. B4A organizes capacity building events, training workshops, seminars, webinars and engage human rights defenders, human rights institutions and media professional in the projects. B4A advocacy work includes informed discussions on relevant topics, presentation of findings, mobilizing opinions, organizing forums, lobbying for policy changes or implementation etc.

The UNSCR 1325 on women, peace and security scholarship objectives are directly link to KRA's of B4A. As an organization, B4A empowers and enables women with regards to accessing information and communication technologies, promotes gender inclusive approach and encourages women to perform their role in digital world efficiently. It ensures that the Women, Peace and Security Agenda will adequately reflect in the area of digital rights. Online spaces provide significant opportunities to engage with civil society and authorities to raise voice for women inclusive agenda. Through this scholarship, B4A is expecting to enhance the digital capacity of the fellow in research and field activities.

Bytes for All is a member of the following globally renowned and prestigious networks:

- International Freedom of Expression Exchange (IFEX)
- Asian Forum for Human Rights & Development (Forum-Asia)
- Innovation for Change Network (I4C)
- CIVICUS-Global Alliance of Civil Society Organizations
- Non-commercial Users Constituency at ICANN
- Pakistan Human Rights Defenders Network (PHRDN)
- Association of All Pakistan Citizens Journalists (AAPCJ)

More information is accessible at www.bytesforall.pk

Supervision, induction and duty of care

The scholarship recipient should be provided equal duty of care as extended to all host entity personnel. Host entity support to the recipient includes, but is not limited to:

- Introductory briefings about the organization and office-related context including security, emergency procedures, good cultural practice and orientation to the local environment;
- Support with arrival administration and official processes as required;
- Structured guidance, mentoring and coaching by a supervisor including a clear activity plan and performance feedback;
- Access to equipment and tools required to complete the activity plan;
- Access to shared host entity corporate knowledge, training and learning;
- Provision of all necessary security measures as per host agency and FBA policy;
- Leave management;
- DSA/similar for official travel, when applicable.

Changes to the assignment are to be formalised with the FBA.

Description of tasks:

Within the delegated authority and under the overall supervision of Bytes for All, Country Director/Officer or his/her designated mandated representative(s), the selected candidate will attend to the following activities:

1: Research

- Conduct literature reviews of academic and non-academic material;
- Assist in research, documentation, and formulation of human rights indicators aligned with international UN conventions, particularly in the context of Pakistan's human rights frameworks.
- Collect and analyze data and information;
- Contributing through his/her writing inputs to multiple research projects;
- Support the program staff with M&E practices of different programs;
- Scan social media using different tools, especially Twitter, Facebook, YouTube and others;
- Research and monitor issues related to the digital human rights and disinformation;
- Put up draft reports/papers on the assigned tasks;
- Keep a record of all documents reviewed;

Programme Coordination

- Assist in program/project planning, execution, and M&E;
- Staff orientation on four pillars (Protection, Prevention, and Relief and Recovery) of UNSCR 1325
- Support the planning, organization, and facilitation of different workshops, stakeholder consultations, and training sessions for government.
- Support B4A team in documenting online human rights violations against women by following the guidelines of UNSCR 1325 and contribute in protection planning for women human rights defenders in online spaces.
- Assist in developing M&E tools and frameworks, collecting feedback from project activities, assessing progress against objectives, and contributing to periodic evaluation and learning processes.
- Prepare meeting minutes, progress reports, and communication briefs related to the project's activities; coordinate with project relevant partners.
- Ensure that a gender-sensitive and inclusive perspective is integrated into all project activities, including indicator design, capacity development, and reporting mechanisms.
- Represent the organization at different meetings, when required;

Finance and operations:

- Attend budget planning meetings of trainings and events, when required;

Pending on the background and interests of the selected candidate, participation in the activities above will be assembled into a personal action plan. Other related tasks as may be required or assigned by the supervisor.

Furthermore, the selected candidate is encouraged to integrate the capacity building and training provided by FBA on the 1325 resolution with the hosting organization's work. As such, the selected candidate is encouraged to dedicate part of their time to some of the following suggested activities:

- Strengthen knowledge and understanding of the 1325 resolution;
- Continuous contact with team members of the FBA bilateral strategy project;

- Provide annual and end of assignment self-reports on FBA scholarship period, including results and opportunities;
- Contribute to articles/write-ups on field experiences and submit them for FBA publications/websites, newsletters, press releases, etc.;
- Contribute to and assist with the Scholarship Network.

Requirements:

All applicants are required to fulfil the following requirements:

- 2 years of relevant experience from the local context (not been employed by the hosting organization the last 2 years);
- A confirmed strong dedication to the women, peace and security agenda *and/or* working for gender equality and human rights
- Legal permit of residency and/or current settlement in the context *and* national connection/link to Afghanistan (citizenship is not required but the applicant shall have the intension to continuously operate as an agent of change in the context after the scholarship).

Qualifications:

a) Education, qualifications, skills, experience, areas of expertise:

- University degree in social science, e.g. media studies, international relations, law, public policy, gender studies, and development studies or related areas;
- At least one-year of professional work experience at the national and/or international level in project and program coordination, human rights research, policy advocacy, gender equality or other relevant programmes; experience with UNSCR1325 is an asset, as is experience working with civil society organizations or national/international organizations;
- A good understanding of human rights, international human rights law and international humanitarian law;
- A good understanding of the Afghanistan context, especially on issues relevant to UNSR1325

b) Competencies and values:

- Proven analytical and critical thinking skills;
- Fluency in written and spoken English. Fluency in Urdu language will be an asset;
- A cooperative attitude and ability to do independent work as well as the ability to work within a team;
- The ability to join the team for 'field work' in various locations;
- Reporting and research skills.

c) Language skills

Working knowledge of spoken and written English is required. Some knowledge of Urdu language will be appreciated but not necessary.;

Conditions

The scholarship lasts for the period indicated above. As this is a national assignment, the scholarship recipient will be responsible for arranging his/her own housing and other living

essentials and travel to and from duty station, but will be provided with allowances compensating for his/her expenses.

The allowance package consists of the following:

- Living Allowance provided to sustain a basic, adequate and safe lifestyle;
- Settling-in-Grant to meet initial expenses upon arrival at the duty station and preparation ahead of the given period;
- Family-visiting Grant that is paid on case-by-case basis depending on location.

Extended allowances in the form of an accommodation supplement and a well-being differential are decided by FBA in consultation with the hosting organization if the placement is located in areas where rental markets are distorted or to account for added risks to health and security.

The FBA will organize and cover costs that are related to introduction and capacity building activities.

Bytes for All contact for this scholarship:

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