

Terms of Reference

Feminist Participatory Research Consultant (Situation Overview and Photovoice)

Project Name	Care Connect: Action for Care Workers in the Philippines and Indonesia
Project Location	Indonesia
Donor	Global Affairs Canada (GAC)
Project Start Date	26 March 2024
Timeframe	Jan – Dec 2026
Application Submission Deadline	Sunday, 4 th January 2026 at 5 pm (Jakarta Time).
Report To	MEL for Care Connect
Supported By	PM Care Connect

About us

Penabulu Foundation was established in 2002 as an independent non-profit organization, built on local initiatives and resources, dedicated to the vision of an empowered civil society that ensures full respect for human rights and humanitarian principles, democratic resilience, and strong civic space; to fight injustice and structural poverty in Indonesia. Penabulu plays a role as a Civil Society Resource Organization (CSRO) through the mobilization of resources in any form, managing and distributing resources, capacity strengthening, and enabling ecosystems for the work of Indonesian civil society in the agendas of climate justice, gender justice, socio-economic, universal healthcare coverage, and humanitarian action.

Since the end of November 2023, Penabulu, as a locally-rooted national organization, has received **Prospective Affiliate** status from Oxfam International with a transition period of two years thereafter before fully becoming Indonesia's representative in the Oxfam International confederation as **Penabulu Oxfam**. Becoming part of the global Oxfam network will provide more opportunities and strengthen Penabulu's role as a local organization for the empowerment of Indonesian civil society, connected to the global movement to fight poverty and injustice based on the belief that the future is equal. Penabulu will continue Oxfam in Indonesia's mission of building lasting solutions to poverty and injustice with a focus on improving lives and promoting the rights of women and girls. We work directly with communities, partners, and women's rights organizations to challenge the systems that perpetuate inequality and keep people poor. Together, we seek to influence those in power to ensure that women trapped in poverty have a say in the critical decisions that affect them, their families, and entire communities.

Project Background

The "Care Connect: Action for care workers in the Philippines and Indonesia" (Care Connect) project, spearheaded by Oxfam Canada (OCA) in partnership with Yayasan Kalyanamitra and SMERU Research Institute to implement the Care Connect project in Indonesia. SMERU has conducted feminist research at the national level. Meanwhile, Kalyanamitra using the result from Rapid Care Analysis

(RCA) in NTB and NTT as evidence, have been establish and strengthen networks among CSOs, duty bearers, and private sectors, as well as maintain advocacy activities at the national level. We also collaborate with Jala PRT, a national advocacy network of DCWs associations in Indonesia focusing on the protection of DCWs from violence and discrimination, to enhance on-the-ground coordination with the DCWs in Indonesia. At the community level, Jala PRT strengthen the capacity of domestic workers together with domestic workers unions in their network Jakarta, Tangerang Selatan, Semarang, Yogyakarta and Makassar.

Care Connect is articulated around the ILO's "5R framework" and intends to 'Recognize,' 'Redistribute' and 'Reduce' unpaid care work, 'Respond' to the rights and needs of unpaid and paid care workers -particularly DCWs- with more decent work and wages; and promote 'Representation,' social dialogue, and collective organizing and bargaining for paid care

Care Connect's approach is deeply rooted in feminist and gender-transformative principles, aiming to dismantle patriarchal norms and empower women's rights actors and organizations. By integrating human rights, gender, and environmental considerations into its design, the project seeks to address poverty, inequality, and the disproportionate burden of care work on women and girls.

Oxfam's gender-transformative approach:

- Promotes gender justice and challenges harmful social norms.
- Contributes to dismantling patriarchy and power imbalances by incorporating power analyses into the design.
- Enables a deep understanding of the operational context.
- Supports people and their communities to access their full rights and potential.

Objective of the Assignment

The project is entering its second year of implementation across four locations. Two locations were replaced after project initiation and did not undergo a baseline assessment. In line with recent program decisions, a formal baseline will not be conducted in these new locations. Instead, this assignment will include a situational overview of care work and domestic workers' conditions in the two new locations. The situational overview is intended to provide contextual insights to support program implementation, learning, and interpretation of findings, and will not involve quantitative surveys or baseline measurement.

Specific objectives:

1. Develop an initial situational overview of care work and domestic workers' conditions in the two new provinces.
2. Implement a Photovoice pre-post cycle with domestic workers across five locations
3. Reconstruct baseline perceptions where early mentoring has already been provided (retrospective pre-assessment).
4. Produce analytical outputs that link Photovoice findings to relevant indicators.
5. Curate anonymized visual and narrative outputs for advocacy and stakeholder engagement (photobook, visual brief, and showcase materials).

A central component of this combined assessment is the use of Photovoice, selected due to its strong alignment with the project's commitments to gender-transformative, participatory, and worker-centered methodologies. Photovoice provides a platform for domestic workers to express these realities visually and narratively. By enabling participants to document their daily environment, challenges, and aspirations, the method democratizes knowledge creation and allows project teams to access deeper insights that would otherwise remain invisible. In addition, Photovoice supports empowerment by encouraging workers to critically reflect on their own situations and articulate changes both personal and structural resulting from project interventions.

The 1-year Photovoice cycle (pre–post) is designed to:

- Capture evolving perceptions toward gender-equitable social norms
- Document changes in confidence and agency among domestic workers
- Generate authentic visual stories for advocacy and community-level engagement
- Strengthen project learning and accountability through worker-led evidence

Scope of Work

The consultant will undertake the following tasks.

1. Situational Overview in New Provinces (Yogyakarta and Semarang)

- Conduct desk review and rapid stakeholder mapping for each new province.
- Document the overall landscape of care work and domestic workers' conditions, including employment arrangements, key challenges, access to support, and prevailing gender norms.
- Methods may include KIs with CSOs, employers, and local stakeholders; FGDs with domestic workers; and light fuzzy mapping exercises.
- This activity does not constitute a formal baseline and will not be used for pre–post impact measurement.
- Produce a short Situational Overview Memo for each new province highlighting key findings, risks, and implications for implementation.

2. Photovoice Implementation (Yogyakarta, Semarang, Makassar, Greater Jakarta).

2.1 Design & Preparation

- Sampling selection.

Category	Minimum Sample Range	Location
Domestic Worker (Photo voice)	8 – 15/location	Yogyakarta, Semarang, Makassar, Greater Jakarta.

Domestic worker participants will be selected using a purposive and heterogeneous sampling approach to reflect diversity of experiences. Efforts will be made to ensure representation across key characteristics, including: Live-in and live-out domestic workers; different age groups; years of experience in domestic work; types of care work performed (childcare, elder care, housekeeping, etc.)

- Adapt Photovoice protocol and participant materials, including retrospective pre-assessment tools.
 - Procure or arrange camera/phone lending and basic data bundles where needed.
 - Recruit and orient local facilitators/mentors.
- 2.2 Boothcamp & Participant Selection:** Run a 1 day Photovoice boothcamp per full-cycle locations: photo basics, ethics, storytelling, anonymization, and participant selection (target 10–15 participants per full site).
- 2.3 Pre (Retrospective Pre-Assessment)**
- Conduct retrospective baseline collection using timeline reflection, trigger-photo prompts, and fuzzy mapping to reconstruct pre-intervention attitudes where mentoring already occurred.
 - Document participant profiles and secure informed consent for use of images and narratives.
- 2.4 Field Mentoring & Mid-Cycle Check-in**
- Scheduled mentoring visits/virtual calls every 4–6 weeks to support participants on photography, ethical issues, and narrative framing.
 - Mid-cycle reflection workshops to discuss emerging themes and ethical issues; adjust facilitation as needed.
- 2.5 Endline Photovoice Collection**
- Participants submit final set of photos and narratives reflecting changes after one year (or reconstructed pre vs present where applicable).
 - Conduct endline reflection workshops (in-person or hybrid) to facilitate comparative analysis between pre/reconstructed baseline and endline.
- 2.6 Curation & Showcase**
- Curate visual portfolio and anonymize sensitive content.
 - Produce photobook/visual brief and prepare showcase materials.
 - Hold one regional showcase (centralized) or two mini-showcases (regional) depending on budget and travel feasibility; include selected participants and stakeholders.
- 2.7 Analysis, Reporting & Dissemination**
- Transcribe and translate narratives as required.
 - Thematic coding and analysis linking Photovoice outputs to indicator 1100b and other relevant indicators apply rubric for ‘change in attitudes’ (0/1/2 or equivalent) and compute % where applicable for sampled participants.
 - Produce deliverables and present findings to the project team and stakeholders.
- 2.8 Capacity Building & Handover**
- Deliver short training sessions for care connect project team on Photovoice facilitation and ethical curation.
 - Handover raw data and curation files with metadata and consent records.

It is expected that the consultant will use an intersectional lens and decolonial feminist approach. In this project, we seek to apply a [Feminist Approach to Monitoring, Evaluation, Accountability and Learning \(FMEAL\)](#). In doing so, it prioritizes seven key foundations, including:

1. Understanding feminist MEAL as an approach,
2. Positioning MEAL as an integral part of social transformation,

3. Shifting power to participants in evaluations,
4. Understanding the role of the evaluator as a facilitator,
5. Valuing collective, context-driven knowledge generation,
6. Providing a learning orientation to evaluative exercises, and
7. Rooting feminist MEAL in safe programming, guided by 'do no harm'.

Indicators to Be Measured

a. Indicators Measurable via Photovoice (DW Only)

- **1100b:** % of individuals whose reflections show changes in attitudes toward gender-equitable social norms in the care economy
→ *measured through photovoice pre-post reflection, storytelling, fuzzy mapping*
- **1110c:** Paid care workers' confidence (scale 1–5) in responding to their rights and needs
→ *triangulated through narratives in photovoice and self-rating exercises*

b. Indicators Measured for situational overview

The indicators referenced in this TOR are used solely as a guiding framework to structure the situational overview and identify key thematic areas. Findings from these locations will be descriptive and contextual in nature and will not be used for pre-post comparison, attribution, or quantitative measurement.

Results	Indicators	Data Sources
ULTIMATE OUTCOME		
	1000b: % of women who perceive the quality of the activities they have undertaken as part of their personal development (as per scale 1-5).	Domestic workers (age 18 and above)
	1000c: %/total of individuals who believe that improved care work policies and practices are improving women and girls' rights	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
INTERMEDIATE OUTCOMES		
1100 Enhanced protection and promotion of women's rights and needs related to paid care work in the Philippines and Indonesia	1100a: %/total of individuals who recognize, appreciate and represent the importance and value of paid care work in Indonesia and the Philippines	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)

	1100b: % of individuals whose reflections show changes in attitudes toward gender-equitable social norms in the care economy in Indonesia and the Philippines (disaggregated by age and sex).	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
1200 - Enhanced participation of women and girls in economic, educational, political, community and leisure activities aligned to their own choice in the Philippines and Indonesia	1200a: %/total of women who play a leadership role within an organized group in their community	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
	1200b: % of women and girls who feel they can freely decide how to spend their time and reduce hours spent on unpaid care work (scale 1-5)	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
IMMEDIATE OUTCOMES		
1110 - Enhanced competencies of paid care workers, particularly domestic care workers, and their employers to recognize and respond to the rights and needs of paid care workers in the Philippines and Indonesia	1110a: %/total of paid care workers with the skills and knowledge that allow them to promote their rights and needs	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
	1110b: %/total of employers with the skills and knowledge that allow them to promote the rights and needs of paid care workers	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
	1110c: %/total of paid care workers who are confident (scale 1-5) in their ability to respond to their rights and needs	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
1210 - Improved social attitudes by key project stakeholders in support of women and girls' participation in economic, educational, political, community and leisure activities in the Philippines and Indonesia	1210a: # of key stakeholders able to formulate and carry out plans to advocate for women's participation in a variety of spaces.	Key project stakeholders, with a focus on household leaders

1220 - Strengthened capacity of CSOs (particularly WROS), duty-bearers and the private sector to implement gender-transformative initiatives to enhance women and girls' participation in various activities in the Philippines and Indonesia	1210b: %/total of women who feel that key stakeholders in their regions support women's participation in a variety of spaces	Domestic workers (age 18 and above) Employers and wider community (women age 18 and above)
	1220a: % (#) of CSOs, particularly WROs, duty bearers, and private sector stakeholders with skills to implement initiatives enhancing women's participation	
	1220b: % (#) of CSOs, particularly WROs, demonstrating confidence to implement gender-transformative initiatives (scale 1-5)	

Consultancy deliverables

The consulting team will support Penabulu Fondation, Kalyanamitra and Jala PRT for this study in Indonesia as presented above. The consultation objectives are as follows:

1. Inception Report: Methodology, sampling, ethical protocol, final workplan and budget breakdown for photovoice activities.
2. Situational Overview Memos: Short situational overview memos for the two new provinces (one memo per province), describing the care work and domestic worker context.
3. Photovoice Tools Package: Participant guides, consent forms, facilitator manual, data management SOPs.
4. Visual Portfolio & Showcase Materials: Curated and anonymized photo outputs, captions, and materials for showcase events or presentations.
5. Photovoice Brief: A short, accessible brief (visual + narrative) summarizing key Photovoice themes, participant voices, and emerging changes in attitudes and perceptions, intended for internal learning and external communication.
6. Bilingual Final report: Documenting the situational overview, Photovoice findings, key learning, and actionable recommendations for program implementation and advocacy, the final report will have a graphic design and be formatted by the consultant, with feedback from the Penabulu Foundation.
7. Raw Data & Handover Package: Cleaned transcripts, coded qualitative data, anonymized images, consent documentation, and metadata.

Please note the following:

- The successful consultant should include and address all potential ethical issues related to this consultancy in its proposal and subsequent inception report. Additionally, the successful consultant is expected to lead the research with high respect given to transparency, cost-effectiveness, gender transformative potential, and collaboration with a range of stakeholders.
- All the outputs – reports, database, etc., produced under this assignment will not be disseminated in part or whole without express authority from Penabulu Foundation and Oxfam. Thus, the consultant shall not produce these materials in any form (electronic, hard copies, etc) to a third party without written permission from Penabulu Foundation and Oxfam Canada.

Indicative Timeframe

Activities	Output	Estimated working days	Indicative Period
Contracting & Inception; review documents; finalize workplan; ethical approvals	Methodology, sampling, ethical protocol, final workplan and budget breakdown	4 days	January 2026
Tool finalization; procurement (phones, data); facilitator recruitment; Photovoice Activity Plan	Participant guides, consent forms, facilitator manual, data management SOPs, including retrospective pre-assessment tools.	7 days	February 2026
Situation overview in New Provinces	Desk review, KIs, FGDs, light fuzzy mapping, analysis & memo writing (2 provinces)	7 days	March – April 2026
Photovoice Preparation	Tool adaptation, facilitator orientation, logistics & procurement	7 days	May
Photovoice booth camps	photo basics, ethics, storytelling, anonymization, and participant selection, fuzzy mapping/timeline reflection to reconstruct pre-intervention attitudes where mentoring already occurred.	5 days	May 2026

Field/Online Mentoring & Mid-Cycle Check-in	Mid-cycle reflection workshops	15 days	July-Okt
Endline Photovoice Collection	Participants submit final set of photos and narratives reflecting changes, reflection workshops	5 days	December
Analysis, Reporting & Dissemination	Bilingual Final report, photobook/visual brief, showcase prep & presentation	20 days	November - December
	Total days	70 days	

Qualifications

The consultancy can include different team members. Key competencies of the team include:

- Minimum 5–7 years of experience in qualitative research.
- Strong experience with participatory visual methods (photovoice, digital storytelling).
- Proven experience working with domestic workers, informal sector workers, or other vulnerable and marginalized women’s groups.
- Good understanding of gender norms, care economy, and women’s empowerment.
- Demonstrated capacity to produce high-quality qualitative analyses and reports.

Travel

Travel to project locations in the target locations will be required. All associated travel-related costs (flights, accommodations, per diems, and local travel) need to be incorporated within the proposed budget/financial proposal.

Submission and Evaluation of Proposals

Consultants meeting the above criteria are invited to submit a proposal by email to: operation@penabulu.id; cc dewi.komalasari@penabulu.id and ayu.herawati@penabulu.id with the subject line: “Proposal for Care Connect Indonesia – Photovoice Consultancy. Proposals should be received no later than Sunday, 4th January 2026. Application should include the following:

- A cover letter outlining relevant experience in reviewing similar projects and models, including experience reviewing or working on care.
- Technical Proposal, highlighting: approach for situation overview, photovoice activity plan)
- A list of key activities, linked to the proposed activities, within a scheduled timeframe
- An estimated budget, budget proposal detailing the daily rate of consultancy fee, level of effort and operational cost required to conduct the study (all tax inclusive). Note that *all expenses related to in-country data collection (and potential travel) will need to be incorporated into the budget*
- A statement indicating the consultant's availability for the duration of the contract and

flexibility up to a three-month contract extension should delays arise

The proposal should also include the following:

- List of two references who can attest to the teams' expertise as it relates to this assignment
- Curriculum vitae of consultant and/or team members
- *Preferred:* Two examples of similar work recently completed
- Confirmation of availability for the assessment period January 2026 – December 2026 with a possible extension for 3 months

Penabulu Foundation will review all proposals closely against this outline. It will determine a shortlist of potential candidates and finalize a contract by. The consultancy is expected to start in January 2026.