



– Request for Tenders for Policy Analysis & Research Support –

## 1.0 Assignment Overview

The Canadian Coalition of Women in Engineering, Science, Trades and Technology (CCWESTT; [www.cwestt.org](http://www.cwestt.org)) is looking for policy analysts and researchers to support the project team for the CCWESTT **Changing the Narrative: An Advocacy Pathway for Systemic Change in SETT** project.

Applications will be accepted in both English and French. The primary language of the project team is English.

## 2.0 Background

CCWESTT is a national coalition of organizations and individuals who champion a gender-equitable, diverse, and inclusive Canadian science, engineering, trades and technology sector. We build alliances and partnerships, act as a resource hub, and advocate with a strong, unified voice.

CCWESTT has received funding from Women and Gender Equality Canada to undertake the project *Changing the Narrative: An Advocacy Pathway for Systemic Change in SETT*.

### Project Summary:

CCWESTT will scale its successful Gender Inclusion in Science, Engineering, Trades and Technology (SETT) project to help advance women's economic security. Knowledge gained from CCWESTT Systemic Change Events, Resource Hub, and Gap Analysis Report will be scaled to populations both inside and outside the SETT community. Scaling these efforts will create a central resource for the Canadian status of gender equality in SETT. Objectives are designed to inspire the SETT community to advocate for systemic change at the company, organization, and legislative levels. This will be achieved by:

1. Expanding community and connectedness: to host Systemic Change Forums for the SETT community (virtual/in-person).
2. **Reporting the data: create a Gender Equality Report Card on SETT working environments by Federal/Provincial/Territorial jurisdictions.**
3. Changing the narrative: launch a Gender Equality in SETT Advocacy Campaign. CCWESTT partners will use this report card in an advocacy campaign to reach strategic and influential connections in industry, government, and beyond.

This project scaling is designed to change the narrative around workplace culture and, through facts and data, show that gender equality does not exist in SETT workplaces across Canada, opening the way for a national conversation for equitable change.

## 3.0 Scope

### **Purpose of policy analysis and research**

The primary purpose of this policy analysis and research is to gain knowledge of current structures/policies within Canadian jurisdictions that create barriers within SETT working environments. The objective is to compare and contrast jurisdictions to identify best practices and gaps in public policy. The information gathered will be used for the *Changing the Narrative: An Advocacy Pathway for Systemic Change in SETT* project's second objective:

*Reporting the data: create a Gender Equality Report Card on SETT working environments by Federal/Provincial/Territorial jurisdictions.*

#### 4.0 Project outcomes:

<b>The analysis and research will be communicated through:</b>	
<b>Written report</b>	Each topic will be used for a chapter/section for the project's final report.
<b>Community Presentations</b>	CCWESTT will encourage selected individuals/groups to formally present their findings to CCWESTT and the greater SETT community. If you are unable to present CCWESTT to present your work on your behalf.
<b>The Report Card</b>	Topics to be evaluated by jurisdiction, identifying best practices and gaps across Canada. This information will be used in the CCWESTT report card and will be available as part of a collective advocacy tool.

#### 5.0 Topics for Consideration

Topics to be explored through the lens of SETT (science, engineering, trades and technology) working environments and/or SETT workers, evaluating current government jurisdictional policies or lack of policies (federally/provincially/territorially).

#### Topic(s) for tender:

<b>Theme 1: Government structural/policy-driven initiatives</b>	
<b>Topics to consider</b>	<b>SETT Initiatives:</b> For the past 5-10 years, what SETT initiatives have the jurisdictions been funding?
	<b>Future Planning:</b> For the past 5-10 years, what initiatives have focused on sustainability and jobs within SETT?
<b>Topics to consider</b>	<b>Budgeting:</b> Have jurisdictions been designing/implementing feminist budgets?
	<b>Community Benefit Agreements:</b> Do jurisdictions take a holistic approach to government-funded projects?
<b>Topics to consider</b>	<b>Educational Structures by Jurisdictions</b>
	Primary/Secondary Education with regards to SETT
	Tertiary Education with regards to SETT, including upskilling
<b>Topics to consider</b>	<b>Professional Regulations by Jurisdiction</b>
	Apprenticeship, red seal accreditation

	Professional regulators responsibilities
<b>Topics to consider</b>	<b>Care Structures across Canada and general unpaid labour</b>
	Childcare agreements, especially with regard to supporting SETT working environments
	Elderly Care
	Critical Illness
	The reliance on unpaid labour for critical social/economic prosperity
<b>Topics to consider</b>	<b>Gender-Based Violence</b>
	Jurisdictional agreements
	Legislation in place - e.g. Clair's Law
	Human Trafficking
	Justice systems for harassment and violence - within justifications and beyond
<b>Topics to consider</b>	Are we missing an important jurisdictional topic that creates barriers within SETT working environments, SETT Workers?

<b>Theme 2: Labour laws, regulations and codes</b>	
<b>Topics to consider</b>	<b>Labour Laws</b>
	Employment Standards Act
	Employee Equity Act
	Canadian Labour Code
	Human Rights Code
<b>Topics to consider</b>	<b>Occupational Health and Safety OH&amp;S</b>
	Including topics such as mental health, bereavement, and PPE
	What industries are exempt from OH&S regulations? How does this affect SETT workers?
<b>Topics to consider</b>	Are we missing an important labour law, regulation or code that creates barriers within SETT working environments, SETT workers?

### 6.0 Qualifications of the policy analyst/researcher - tender can be from an individual and/or groups

- Background in policy analysis and/or research
- Experience in the application of Gender-Based Analysis Plus (GBA+), intersectional approaches
- Strong writing and analysis skills, excellent communication skills - experience in presenting research to a variety of stakeholders

- Ability to work strategically and collaboratively with others
- Ability to work well under pressure with tight deadlines
- Ability to understand and interpret data analysis of large datasets and trends, utilizing econometric and/or other statistical methods
- Asset: Experience in SETT (science, engineering, trades and technology) working environments
- Asset: Experience with multivariate statistical methods, survey research and/or quantitative/qualitative/ research, design and analysis

## 7.0 Timeline

- The request for tender will be open until end of day December 2, 2024
- Selection of analysts/researchers and the scope of work will be chosen through December 2024, early January 2025
- Project timeline January 15 - June 30th, 2025
- CCWESTT will ask for updates once a month to ensure that the topic(s) analysis and research are on course and within line with the systemic change project objectives
- Final reports will be due July 15, 2025
- July - September 2025 CCWESTT will work with the analysts/researchers to align the topics to the report card format
- Report card launch - Fall 2025, analysts/researchers will be invited to formally present their findings to the CCWESTT and SETT communities

## 8.0 Budget

Please submit a budgetary cost with your tender, including fees and taxes. CCWESTT is open to suggestions on how to maximize the consultancy value by topic(s), collaborations etc.

## 9.0 To apply

Please fill out the online form by end of day on December 2, 2024.

[Request for Tender Form](#)

## 10.0 Information session and questions

CCWESTT will host an information session on November 6, 2024. To register for this session, please see our link on the CCWESTT website. <https://ccwestt-ccfsimt.org/gender-equality-report-card/>

Please use the following email address for any questions.

research@ccwestt.org