



WORKSHOP 1 - Gender-inclusive Leadership and Public Sector Innovation for Sustainable Development: Empowering Women Leaders for Future-ready Public Administration



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Workshop 1 - Session 7: Guidance on Drafting and Implementing an Action Plan on Gender Equality in Public Administration

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From Knowledge to Strategic Action: Gender Equality Action Plans

Gender Equality Action Plans for Public Administration

- **Gender Equality Action Plans** are whole of government concrete strategies developed to address gender gaps through institutional steps and resources.
- **Gender Equality Action Plans** are results-oriented. They start with a priority list of actions directed at specific gender gaps; identify institutional partners and champions; acknowledge required institutional capacities and budgetary resources; suggest a time-line for realizing activities and outputs; and include a monitoring plan and an accountability matrix to track their implementation.
- **Gender Equality Action Plans** are effective when they are validated through institutional partnership prior to implementation and when they include regular and transparent reporting and sharing of milestone activity assessments.

Gender Equality Action Plans for Public Administration

Drive **Strategic Government Action** by:

- **integrating** gender equality principles into policies, regulations and mechanisms to attain and maintain gender parity in public administration;
- **addressing** discriminatory institutional practices and norms; and
- **developing** institutional mechanisms for implementation, monitoring and long-term sustainability of gender equality initiatives at the national and subnational levels.

Gender Equality Action Plans for Public Administration

Consist of a **Checklist of** Action Items:

1. Consultation and validation process prior to design
2. Discussion of a long-term vision and short-term objectives
3. Alignment of key priorities with action lines
4. Commitment of institutional responsibilities and specific budgets
5. Selection of indicators of success and design of a monitoring plan
6. Instituting mechanisms for accountability and transparency
7. Including platforms for sustainable knowledge building and sharing

Consultation and Validation

- The planning and design of a gender equality action plan for public administration should be through a participatory, inclusive and consultative process.
- The process should identify and involve key stakeholders, including public administration employees across ranks from different sectors at the national and sub-national levels, as well civil society organizations working on gender equality.
- A multistakeholder consultative process ensures that the plan is tailored to the specific country context and is in line with the [2030 Agenda for Sustainable Development](#).

Accountability and Transparency

To ensure accountability and transparency, key stakeholders should develop indicators and targets, and make sure they are aligned with the specific needs of the country and aligned with the 2030 Agenda for Sustainable Development. This process involves:

- **Decision** on country and level specific measurable targets for success based on identified objectives
- **Agreement** on types and frequency of data necessary for monitoring and evaluation
- **Focus** and **commitment** on capacities at the national and subnational level (including identification of national champions, advocates and allies)

Knowledge Building and Sharing

Once validated and implemented Gender Equality Action Plans can be integrated into regularized civil service capacity building and knowledge sharing platforms, including but not limited to:

- Civil service onboarding and orientation curricula
- Gender equality sensitivity capacity building activities
- Managerial and leadership trainings
- Mentoring opportunities

Adopted Methodology for Gender Equality Action Plans in Project Countries

Gender Equality Action Plan as a 6-Step Process

1. Global Reviews and Online Capacity Building Modules on Moodle Platform
2. National Reviews to identify gender gaps in public administration at the national and sub-national levels (UNDP-OECD Methodology: Desk Reviews, Focus Groups and Interviews and Addendum developed by Un DESA)
3. Validation Workshop with stakeholders on key priorities and action items
4. Regional Workshop with a focus on Peer Reviews and Feedback
5. Revisions, additional consultations with stakeholders and re-validation of the final action plan
6. Adoption and Implementation

Potential Template for Gender Equality Action Plans

LONG-ERM VISION:

2030 SDGs (SDG 5, SDG 16.7.1b)

SHORT- TERM GOAL:

By 2028 the proportion of women in leadership positions in civil service in County X increases to 40 percent (from baseline of 20% in 2024)

	Pillars, expected outputs and actions	Indicator	Means of Verification	Time Frame	Responsible Agency	Required Resources	Risks
I.	Institutional and Policy Framework						
	Expected Outputs						
II.	HR Policy and Practice						
	Expected Outputs						
III.	Data-based Policymaking						
	Expected Outputs						

Lessons Learned for Future Adoptions of These Strategies

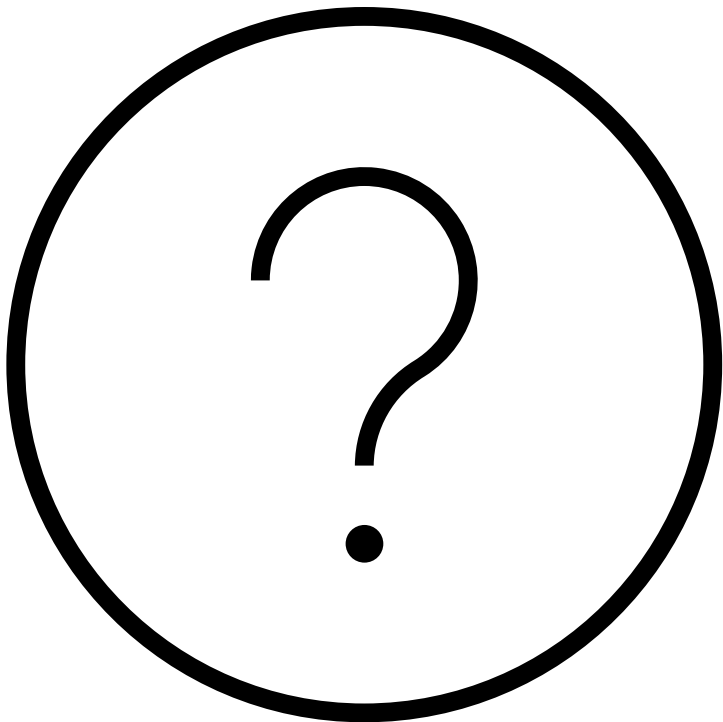
Experience from Project Countries

To be effective, Gender Action Plans for Public Administration need to be focused on a specific set of goals.

Recommended structural features to increase women's leadership in public institutions:

- Expected outputs and related activities under each pillar
- Potential risk factors and mitigation strategies
- Clearly articulated accountability lines at the national and sub-national levels; reporting mechanisms; reporting time-lines; and required capacities and resources
- Embedded review points
- Capacity building for civil servants at all levels
- Intentional focus on national and subnational differences in policy practice
- Data repositories for public administration
- Public reporting mechanisms for tracking progress and systematic involvement of civil society organizations working on gender equality

QUESTIONS TO THINK ABOUT?



What other key factors should be considered in formulating an action plan to promote gender equality within public administration?

How can these elements be adapted to address various contextual factors and obstacles?