



Gender in Emergencies Guidance Note

Preparing a Gender in Brief

This guidance note provides information on how to prepare the Rapid Gender Analysis: Gender in Brief. The primary audience of this guidance note is assessment team leaders and gender advisors. The Care Emergency Group Gender Team will take responsibility for the preparation of rapid gender analyses for emergency responses ranging from Type 4 and large Type 2.

What is a 'Gender in Brief'?

Gender in Briefs (GiB) are a key part of producing CARE's Rapid Gender Analysis (RGA) in an emergency. A Gender in Brief compiles and analyses existing secondary gender information and presents this information into a two-page document, which contains sex and age disaggregated statistics and gender analysis from before the crisis. It makes links to key references documents and existing CARE programmes.

What is the purpose of a 'Gender in Brief'?

Gender in Briefs are key to preparing a Rapid Gender Analysis (RGA) it shows the state of gender roles and relations in a country pre-crisis. This helps to understand how the crisis has led to changes and can help indicate the gender issues that are likely to arise. It can also support better and more targeted programming recommendations.

How to use a 'Gender in Brief'?

Gender in Briefs can be used in many different ways. CARE has used them to:

- Draft funding proposals
- Inform emergency response strategies
- Develop gender action plans
- Brief new and deployed staff
- Form part of an emergency preparedness planning report
- Form communication products at the onset of an emergency

Who is the Audience of a 'Gender in Brief'?

Gender in Briefs are designed to provide accessible and practical gender information to non-gender specialists. The audience includes humanitarians within country offices, CARE Members, Rapid Emergency Deployments (RED), partners, and donors who are not gender specialists.

How to prepare a 'Gender in Brief'?

A Gender in Brief should be prepared in accordance to the [Gender in Brief template](#), which includes instructions and guiding questions for each section. It should be a **maximum of two pages long** and must include references. The content should be succinct, practical, and informative.

Who should prepare a 'Gender in Brief'?

Usually the Gender Advisor within the country office will prepare the first draft of the Gender in Brief. During a rapid-onset crisis, the CARE Emergency Group may prepare the first draft if one is not already available.

The Emergency Response team should review the draft. The CARE Emergency Group can review draft Gender in Briefs. The Country Director should sign off the final version. Finished Gender in Briefs can be uploaded [here](#).

When to prepare a 'Gender in Brief'?

The Gender in Brief should be prepared as part of country officer emergency preparedness planning.

Key things to remember:

A Gender in Brief is not a summary of all gender issues and government policies in the country. It is designed to assist with humanitarian interventions. It should focus on concrete gender issues like gender roles, participation, access, decision-making, intra-household dynamics, sex and age disaggregated data for the different sectorial interventions and/or issues.

It should also provide succinct information regarding the protection issues facing men, women, boys and girls that will affect humanitarian programming and operations.

How does a 'Gender in brief' fit with CARE's Rapid Gender Analysis process?

A Gender in Brief is key part of a Rapid Gender Analysis (RGA). It is prepared as part of CARE's emergency preparedness planning. It is often the first gender analysis shared with staff, peer agencies and donors during the first 48 hours of an emergency. A Gender in Brief should be included in the Rapid Gender Analysis report covering issues such as pre-crisis gender roles and relations, decision-making, control of resources, employment, education, laws, protection, and diversity.

Looking for an example?

There are lots of Gender in Briefs available from CARE offices in Africa, the Americas, Asia and the Middle East on the [Gender in Brief page](#) of the CARE gender wiki.

Want more information?

More information is available in the technical brief on how to prepare a [demographic profile using secondary data](#) is available from ACAPs.