# CARE

# Rapid Gender Analysis on Power & Participation: Assessment Tools

**Focus Group Discussion with Women in the Community**

***Purpose:*** *Gather information about the opinions, beliefs, practices and attitudes of a group of people towards a specific topic of interest. Guided questions in this Focus Group Discussion (FGD) relate to the women’s access to and participation in decision-making, and their related aspirations, needs and vulnerabilities.*

***Tool Notes:*** *This tool should be used during small group discussions with women in the community. The group should be no more than 10-12 participants. The groups should also be separated by age. The FGD is led by a facilitator who introduces the topics of discussion and helps to ensure that all members participate evenly in the discussions. The facilitator should assure participants that all information shared will remain confidential. The tool can be adapted to the specific needs of your RGA-POW, including adding questions on specific topics relevant to your context or situation.*

1. Thank the participant(s) for taking the time to meet and speak with you
2. Explain the objectives and expectations of the interview
3. Outline the amount of time interview will take (20-30 mins)
4. Obtain the informant’s consent (written or verbal) to take part in the discussion and to document the interview and/or take pictures
5. Explain that this discussion is confidential and no identifiable personal information will be taken
6. Clarify expectations on the result of participation, and & there are no goods or services in return
7. At the end of the discussion, thank the participant & see if they have any questions and re confirm participants informed consent based on the information they have given.

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| **Location** |  |
| **Name of note taker** |  |
| **Date** |  |
| **Translation for interview (Y/N)** |  |
| **Why were these women selected? What roles/if any do they play in the community?** |  |
| **How many people participating in the FGD? What ages and other characteristics (group of women leaders, group of** |  |

**Introduction**

1. Thank the informants for participating in interview
2. Explain the objectives and expectations of the interview
3. Outline the session and the amount of time the interview will take
4. Obtain informed consent to record the interview and/or take pictures.
5. Introduce yourself and provide the personal information you will ask of the participants
6. Ask the participants to introduce themselves with their name, age, marital status, number of children, level of education achieved, and any other demographic data that is relevant for the context and safe to ask.

**Discussion Questions**

We would like to ask you about women’s access to and participation in decision-making outside the home, both before and after the crisis.

1. **In order to participate in this group discussion today, did you have to change your plans for the day and was it easy or difficult to do so?**
2. **Who make decisions here in the community? [groups, individuals] And why do you think those are the people/groups who are able to influence decisions?**
3. **Are you a member of any groups or do you attend here in the community? Which ones?**

2a. Are there any women-only groups? (ask for explanation beyond yes/no)

2b. Do you have any interactions with women’s organisations (internal or external to the community)?

1. **Would you like to participate in these spaces yourself if you’re not already?** Or would you prefer to have someone represent you or your ideas on your behalf?
2. **What are the barriers to being able to attend meetings and /or actively participate (speak up during a meeting, share ideas)? Are there risks you may face if you do participate?**
3. **What could be done to make it easier for you to participate? (childcare, transportation, help with household chores, etc). Have you had any support to improve your participation in decision-making, organising or leadership previously?**
4. **If you were able to have more influence in these spaces, who would you want to address? What issues would you prioritise?**
5. **Are there more informal spaces (at home, social groups) where you feel your voice is heard and you’re able to share your opinions?**
6. **Do you have any questions that you would like to ask us?**