

Call for Proposals

Background:

For over 90 years, Save the Children has been making a difference in children's lives in more than 120 countries. We are the world's largest independent child rights organization, underpinned by a vision in a world in which every child attains the right to survival, protection, development and participation. Our mission to inspire breakthroughs in the way the world treats children, and to achieve immediate and lasting change in their lives.

Save the Children's work is underpinned by the UN Convention on the Rights of the Child (UNCRC) and the African Charter on the Rights and Welfare of the Child (ACRWC). The ACRWC is an important legal framework for advancing children's rights and highlights issues of special importance in the African context.

Save the Children in its work in Rwanda supported the establishment of a Child Rights coalition in 2010 which is currently made of 30 child rights NGOs in Rwanda. Their goal is to have one voice to improve the situation of children in Rwanda. The report was submitted to the United Nations Committee of Experts for the Rights of the Child and the coalition was invited to attend the 62nd Committee of Experts pre-session meeting.

Save the Children appreciates the potential of the coalition and is interested in strengthening their capacity to ensure that they become more active in child rights governance issues in Rwanda. In this regard, Save the Children would like to support the coalition to develop their 5 year strategic plan in order to guide their work and ensure that they deliver high quality, high impact programs that make a significant change to the lives of children in Rwanda and beyond.

Consultancy title: Consultant for Development of a 5 Year Strategic Plan for the Rwanda Child Rights Coalition-Umwana ku Isonga,

Consultancy Objectives:

Save the children is commissioning a consultant to;

- Define the purpose of the coalition and future directions including the vision, mission, values, objectives so as to develop a clear strategy
- Provide a clear focus for the coalition to identify key priorities leading to greater efficiency and effectiveness
- Create a sense of ownership of the plan among coalition members
- Provide a base for which progress can be measured and establishing a mechanism for absorbing change
- Establish a mechanism for communication, fundraising/ resource mobilization and other ways of strengthening the coalition's capacity

Scope of Services:

The consultant shall ensure the completion of the following activities in accordance with the terms and conditions of the consultancy contract:

- Answering where we want to be by reviewing the coalition's documents and meeting with key staff and member organisations to identify current status of the coalition
- Scanning and identifying key issues, strengths and concerns within the organisation as well as its environment(including political influences) taking into account the recent

Call for Proposals

- history of the coalition, plus the changing operating context (both internal and external)
- Analysing data/ information to develop a deeper understanding of root causes, trends, effects, relationships and tensions
- Synthesising information to determine what it means for the organisation and its future
- Facilitation of the strategic planning workshop
- Agreeing on priorities and deciding which challenges to deal with and which are the most critical for success and sustainability
- Setting strategic directions or objectives and expressing priorities as workable objectives
- Develop an action plan for the first year of implementing the strategic plan.

Methodology

- Conduct a desk review of relevant documents
- Intense and comprehensive strategic planning workshop where outputs should include:
 - A draft 5 year strategic plan together with suitable approaches to implement the activities e.g. building partnerships, providing a platform for children's voices, capacity building, communication etc.
 - A draft implementation plan for the first year. This plan will be used as a template for subsequent years;
- A comprehensive results framework with SMART objectives and clear indicators and other monitoring and evaluation requirements;
- Undertake a SWOT analysis (Strengths Weaknesses and Opportunities and Threats)
- Any other outputs that consultant deems necessary for the strategic plan.

Note that all workshop outputs should be finalized two days after the workshop is conducted

All deliverables MUST be in English

Duration of role

The duration of the role will be 15 working days (note that if the consultant is not based in Rwanda, the work plan should include a proposal of the length of duration necessary to be in the country)

Key selection criteria

- Minimum of Master's Degree in Social Sciences, Political Sciences, International Development or related field
- Experience in child rights within East Africa, and knowledge of the trends in child rights in Rwanda
- Knowledge of regional and international frameworks that relate to children, related procedures and the engagement of state and non-state actors in the implementation of these instruments
- Excellent research and analysis skills
- Demonstrated skills in child participation
- Excellent English written and oral communication skills
- Demonstrated high level of professionalism and an ability to work independently with tight deadlines
- Knowledge of the political, social, economic and institutional trends in Rwanda
- Excellent knowledge on Child Rights programming
- Be inclusive and participatory

Payment details

Payment will be in accordance with a detailed budget breakdown as submitted through the proposal, and invoices will be expected from the consultant prior to payment.

Application specifications

Candidates interested in the position will be expected to provide the following documentation:

- A cover letter introducing the consultant and how the skills and competencies above are met, with concrete examples as appropriate
- An outline of the strategic including proposed outputs, methodology, time schedule and work plan; a draft strategic workshop agenda outlining agenda items and activities
- A CV detailing relevant skills in similar assignments and experience in Rwanda with an emphasis on the Political, Social, Economic and Environmental trends affecting children
- Proven record of experience in a similar assignment
- Proven record of experience in working on child rights issues in the region and child participation
- Two samples of a similar nature to this assignment prepared by the consultant
- Reasonable budget breakdown and cost consideration
- 3 contactable referees

To register interest in this consultancy, please send the required documents to HR-Rwanda@savethechildren.org before **26th January 2014**.