



EUROPEAN WOMEN'S
LOBBY
EUROPEEN DES FEMMES

CALL FOR APPLICANTS: SENIOR EXTERNAL CONSULTANT(S)
TO SUPPORT THE DEVELOPMENT OF A NEW STRATEGIC
FRAMEWORK

NOVEMBER 2019 : DEADLINE FOR APPLICATIONS 1/12/19

CALL FOR APPLICANTS: SENIOR EXTERNAL CONSULTANT(S) TO SUPPORT THE DEVELOPMENT OF A NEW STRATEGIC FRAMEWORK FOR THE EUROPEAN WOMEN'S LOBBY DEADLINE FOR APPLICATIONS 1/12/19

The European Women's Lobby (EWL) is looking for a senior external consultant or team of consultants who have at least five (5) years of experience in strategic framework development and facilitation of participatory strategy development processes with a feminist approach and movement building to support the development of EWL's next Strategic Framework.

The strategy development process should embrace EWL's feminist culture and follow EWL's participatory, inclusiveness and constructive way of working, it should build on the lessons learned and long term impact stories highlighted in the recent review of our current Strategic Framework ["Together for a Feminist Europe", which operates from 2016-2020](#). The review and the reflections generated by it amongst our members, staff and working structures should be the starting point for the strategic planning process to be facilitated by the Consultant(s).

The Secretary General is looking for a senior external consultant to help support the design and implementation of the process of the development of the next Strategic Framework from January-June 2020, through a combination of designing and implementing consultation of staff, members, and partners facilitating engagement and meetings, and producing updates, briefing materials and synthesis reports and presentations to the Board and General Assembly in February and July 2020.

1. Process so far

EWL started the process of implementing its Strategic Framework in 2016 following a participatory and inclusive strategic planning process involving all members and staff during 2015-16.

In 2019 a participatory review has been carried out of the implementation of the Strategic Framework that identifies key achievements, challenges and dilemmas. A number of internal discussions have already taken place within the Executive Committee and Secretariat about the process of the development of the next Strategic Framework, which has identified some key principles, outlined below.

Principles for the development of EWL's next Strategic Framework:

- a) EWL members should be at the heart of the strategic planning process. The Strategic Framework needs to be presented for approval to EWL's Members at the General Assembly taking place in Paris in July 2020.
- b) The process is as important as the 'end product'. We want a participatory process that unites us, builds confidence, strengthens our capacity and enhances our collective strategic planning. We want members to feel inspired and included throughout this process.
- c) EWL's Mission, Vision and Values should be at the heart of the process of the development of the next Strategic Framework
- d) The process of the development of the next Strategic Framework should include building on the lessons and reflections in the Strategic review, especially analyse of how we have worked together, what challenges and adjustments we have made, and different ways of working that inspire members, donors, and external stakeholders.
- e) The process of the development of the next Strategic Framework should also reflect the outcomes of a strategic Workshop on Youth Engagement in EWL that was held 8-11 November 2019
- f) The process of the development of the next Strategic Framework should also have some external perspectives from our key partners in the EU institutions, media, donors, civil society etc. Especially ensuring that EWL remains relevant to the changing political context in the EU.
- g) The Strategic Framework presented for approval to the General Assembly will underpin the subsequent development of implementation plans and annual work programmes

2. Tasks to be conducted by the consultant Jan-June 2020

- Support the design of the overall process of the development of the next Strategic framework with Secretary General of the EWL
- In cooperation with the EWL Secretariat, Executive Committee and Board, support the development of the participatory process to be presented to the Board for discussion and approval at its meeting in Brussels 14-15 February 2020
- Set up and coordinate a group of members to accompany the strategic planning process
- Design/deliver and carry out appropriate activities for external and internal stakeholders: for example, multi-media stakeholder consultations, webinars, online surveys and workshop(s), face-to-face and telephone interviews, participatory workshops and other innovative ideas for effective participatory engagement and active learning
- Compile and analyse draft Strategic Framework for feedback and discussion by Members and staff
- Draft Strategic Framework
- Prepare and facilitate the presentation and facilitate discussion at the General Assembly July 2020

The Secretary General and the EWL Secretariat will be actively involved in the process, and will support the engagement of the Members, governing bodies, working structures, donors and external stakeholders. The Consultant will work from their own office/home but must be available/willing to travel to EWL office in Brussels for meetings when required, and to the Board meeting in February and General Assembly in Paris in July.



3. Timetable for the process of the development of the next Strategic Framework

<u>Date</u>	<u>Activity</u>
01 December 2019	Deadline for consultants' applications
9-11 December 2019	Selection of consultant and processing of contract agreement and ToR between EWL and the senior external consultant/team of consultants
01 January 2020	Start of contract and tasks Briefing, consultation and design process of the development of the next Strategic plan process
January/February 2020	Set up a steering group of members and secretariat to support the strategic planning process. Analyse inputs from Board, review, Executive, EWL working structures etc. Draft analysis, briefing paper, process proposal to the Board
14-15 Feb 2020	facilitate a workshop at the Board meeting in Brussels as part of the participatory process
Feb-June 2020	Design and deliver member engagement process and support staff to carry out process of the development of the next Strategic framework activities with Members, Board, Staff, Donors and external partners Drafting Strategic Framework
May 2020	Workshop with the Executive Committee Workshop with Staff
3-6 July 2020	Facilitate a session presenting final draft strategy for approval to General Assembly, Paris

4. Requirements and profile of the consultant

- Demonstrable commitment to Feminism, equality between women and men, diversity, women's rights and EWL's values is essential
- Strong facilitation, strategic planning, analytical and synthesis skills
- Demonstrated experience in developing participatory strategic planning processes for transnational civil society organisations
- Experience of transnational civil society networks and movements especially operating at EU Level
- Knowledge of the political context for women's rights and equality between women and men at EU level
- Knowledge of and experience in campaigning, advocacy and activism
- Innovative ideas and previous experience of participatory processes
- Experience of work on Diversity, Equality and Inclusion



5. Application and timeframe

How to apply:

Please provide the European Women's Lobby (joanna.maycock@womenlobby.org) with a detailed CV and a proposal for how you would carry out this work. The proposal should be no more than 6 pages and should reflect the proposed framework and tasks for the consultant proposed in this document, demonstrating experience and examples of the competences outlined under Requirements and Profile of the consultant, (point 4 above.)

The applicants should cite at least 4 examples of participatory strategic planning processes that they have led with transnational civil society structures.

We welcome applicants' ideas for alternative ways of working or processes based on your experience and expertise. The proposal should also indicate any support or engagement required from the EWL Secretariat where appropriate.

Shortlisted applicants should be available for a telephone interview with Joanna Maycock on 4-5 December 2019

Applications should include the number of days required for each activity and the daily rate (max €725 per day incl VAT and all taxes), up to a maximum total cost of €18,000 (all taxes and VAT included)ⁱ

- Deadline for applications: 1 December 2019 by 23h59
- Selection of the consultant: 6 December 2019
- Agree precise work plan and contract: 20 December 2019

Coordinator: Joanna MAYCOCK, Secretary General, European Women's Lobby

ⁱ Please note that the maximum amount that we can pay is €725 per day including all taxes and VAT payable regardless of the Belgian and national VAT. The Consultant needs to take this into consideration when applying for this contract.

