

**Consultancy Opportunity for French-speaking Facilitators**  
**Call for Proposals**  
Voices for Peace  
Strategy Review Session Facilitation  
Deadline: September 20, 2017

**Scope of work**

**I. Introduction**

The Voices for Peace project aims to reduce vulnerability to violent extremism in West Africa and promote democracy, human rights and governance through media related activities in its target countries: Burkina Faso, Chad and Niger, with a planned expansion to Cameroon in December of 2017. To achieve these objectives, Voices for Peace supports positive change narratives through its radio programming and works closely with local radio partners throughout the region to create dialogue and promote positive engagement on issues at the root of violent extremism.

The Strategic Review Session (SRS) for the Voices for Peace project (V4P) that is planned for October 9<sup>th</sup> to 11th will seek to enable the team to reflect on the program approach, draw lessons from the issues encountered during the first year of implementation and plan for the second year of the program. To allow maximum participation, the review session will be conducted primarily in French.

To prepare for this SRS, the facilitators will assist in setting the agenda by conducting a series of interviews by phone prior to their travel to Burkina o/a October 4, 2017 to conduct in-person focus groups and interviews in-country. The interviews and focus groups shall include the following people: the USAID AOR Noel Bauer, Deputy director Kevin Gash, the Activity Managers for each of the three participating countries; OTI Niger staff; the Equal Access Africa Director and the program backstop team based in the US; the Voices for Peace field leadership team including the COP, Technical Director and the Country Directors; and country program staff from Niger, Chad and Burkina Faso. The data from the interviews and focus groups will provide the basis for the facilitators and the V4P team to refine the goals and finalize the agenda for this SRS.

In addition to the agenda for the SRS, the facilitators will assist the V4P management team in creating an agenda for follow on management discussions based on the outcome of the 3 day SRS sessions. Finally, the facilitators will produce a short report summarizing each of the discussions and outcomes of the 3 day session.

**II. SRS Agenda**

The initial SRS agenda, based on internal discussions between the Equal Access leadership team, country program teams, and the USAID AOR will likely include the following key topics:

1. Review of program approach, outcomes and lessons learned in the first year
2. Refine the V4P regional strategy based on contextual analysis
3. Strengthen the regional one team approach
4. Discuss and (re)define roles and responsibilities based on program needs
5. Plan for the expansion of the program into Cameroon and Mali
6. Plan forward by reviewing workplan activities against program objectives to enhance program effectiveness
7. Identify roles and commitments for post-SRS follow-up

Overall, the first day of discussion is expected to focus on reviewing and assessing the 1<sup>st</sup> year of the program, the second will focus on contextual and strategic analysis, the 3<sup>rd</sup> day will be dedicated to planning.

A total of 42 participants are expected in the two days of the SRS with 35 USAID & Equal Access staff participating in the internal review sessions to be held on the first day (pre-SRS). SRS participants will include the project USAID AOR, his deputy, all relevant USAID Activity Managers, the Country Program Teams from Niger, Burkina, Chad, and Equal Access HQ staff. Outside participants will include USAID ACCORD Mali staff.

### **III. Required Qualifications**

- 5+ years of experience in facilitating similar types of workshop with a comparable number of participants;
- Demonstrated understanding of USAID project planning/strategy process;
- Strong interpersonal skills and demonstrated pro-active approach to problem solving;
- Self-starter with the ability to handle multiple priorities;
- Excellent written and oral communications skills;
- Fluency in French and English required.

### **IV. To apply**

Please submit the proposed facilitator(s) CV(s), 3 client references, and a proposed budget to [jobs@equalaccess.org](mailto:jobs@equalaccess.org) by September 20, 2017.

A team of two facilitators is envisioned for this facilitation. Facilitators may submit an application as a two person team or as individual facilitators. Both facilitators must meet the required qualifications highlighted above.