

ToR short term mission:

Junior Facilitator: Policy Dialogue Seminars

Dialogue with Civil Society for Rights and Equality in the ENI Southern Neighbourhood



حوار المتوسط
MED DIALOGUE
للحقوق والمساواة
FOR RIGHTS AND EQUALITY

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Lead Firm



EUROPEAN
PARTNERSHIP FOR
DEMOCRACY



Deutsche Gesellschaft
für Internationale
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1 Description of Med Dialogue Programme

Med Dialogue for Rights and Equality Programme

Med Dialogue for Rights and Equality is a 3-year (2019 – 2022) EU-funded Technical Assistance regional Programme with the overall objective to strengthen the role of CSOs active at the regional scale, in building sustainable development, regional cohesion and social resilience, as well as in influencing policy-making in the Southern Neighbourhood and the Euro-Mediterranean Space. It recalls the importance of the civil society as an agent for change, an essential component for democracy, whose participation in public processes and in policy dialogues would lead to more inclusive and effective policies, transparency, and accountability. Its vision is to mobilise local civil society players on regional issues of common concerns to influence the agenda of public decision-makers and regional institutions, involving CSOs in emerging regional platforms and thematic dialogues.

Between December 2019 and May 2020, a mapping study conceived as a research activity of the Med Dialogue Programme was conducted mainly to identify existing networks or entities with a regional scope and a trans-national structure in the Euro-Med Space and in the Southern Neighbourhood region, as well as to assess CSO networks' capacity to engage and mobilize citizens beyond borders and influence policymaking in the Southern Neighbourhood and the Euro-Mediterranean Space.

It is within this scope that we have designed and launched this “Regional Capacity Building Seminars” programme as one of our key activities in support of civil society leaders and regional networks in their engagement for successful policy-making influence and policy-reform dialogue. In the framework of its Cluster 2 “Resources and Capacity Building”, Med Dialogue plans to have a set of capacity building seminars having a regional dimension and offering technical expertise on specific thematic issues addressed by the capacity building seminars. Seminars will as well use practical examples from the region and abroad aiming at empowering CSOs to effectively strengthen their capacity in negotiation skills, advocacy strategizing and planning, and in establishing and maintaining dialogue with policy makers.

Policy Dialogue: what it is and what we offer?

We understand **policy dialogue** in the context of capacity development a reflective process that involves people from different interest groups who discuss an issue in which they have a mutual – but not necessarily common – interest. It assumes that people in different positions will have different perspectives on, and possibly divergent interests in, the same issue/problem. **An open and inclusive dialogue** can reach a shared understanding of the problem and the views of different stakeholders, and lead to agreed solutions to a policy-related problem. The regional seminars programme targeted by this call will consists of:

- Online preparatory course addressed to all the selected beneficiaries and focusing on the main fundamentals of policy dialogue and the framing of the case-studies on the two specific thematic issues as below, taking place in 2020.
- 2 (two) Capacity building in-person seminars (3-day long) indicatively carried out in 2021 and aiming at developing knowledge on policy reform and dialogue skills, related to two specific thematic issues.
- A Wrap-Up Online webinar following the in-person seminars and aimed at following-up on the experiences of the beneficiaries with respect to policy dialogue.

Through this restricted Call, at least 40 beneficiaries will be selected, half of them for the Group 1 and half for the Group 2. The structure of the Regional seminars programme on policy dialogue runs as follows:

Group [1]	Group [2]
Online Course on Policy Dialogue (40 beneficiaries) – Sep/Oct 2020	

In-person Seminar on Local Governance and Democracy (20 beneficiaries) <i>Date</i>	In-person Seminar on Socio-Economic Inequalities (20 beneficiaries) <i>Date</i>
Follow-up Webinar (20 beneficiaries) <i>Date</i>	Follow-up Webinar (20 beneficiaries) <i>Date</i>

The thematic issues of the in-person seminars were identified based on the outputs of the Networks Mapping survey, and which are:

- ✚ Developing local governance and democracy serving citizens.
- ✚ Overcoming socio-economic inequalities.

Candidates will have to apply either to Group [1] or Group [2].

What is the general objective?

- ✚ Responding to the needs and aims of the networks and entities operating at the regional level and / or with a transnational status, which have been identified through the Med Dialogue Mapping survey, and which are working on the topics addressed by the capacity building seminars.
- ✚ Encouraging the transfer of lessons learned and learning exchanges between organizations, the implementation of advocacy and policy-making influence actions, and the communication and dialogue with policy makers.

What are the specific objectives?

- ✚ Offering technical expertise on the topics addressed by the capacity building seminars, as well as the knowledge on related case-studies and best practices in the Mediterranean region.
- ✚ Strengthening the networking capacities of beneficiaries and the regional dimension of their work.
- ✚ Empowering participants by acquiring policy influence skills on decision-making processes.
- ✚ Fostering dialogue between civil society, institutional players, and other stakeholders, including governmental officials - with the aim to change policies.
- ✚ Enhancing exchange and cooperation between CSOs and EUDEL staff working on policies.

2 Description of the short-term assignment

Requested services

At the beginning of the assignment, a briefing will be organised between the main experts and the consultant in order to determine the provisional planning of the mission. The short term mission will comprise the following services:

- Junior facilitator for the online preparatory course
- Junior facilitator for the seminar 1 (Developing local governance and local democracy serving citizens)
- Junior facilitator for the seminar 2 (Overcoming socio-economic inequalities)

Required outputs/ deliverables

The required outputs are

- Online training course designed and implemented (Junior facilitator for the online preparatory course)
- Case studies of Policy Dialogues (at least 2) in the form of factsheets (Junior facilitators for seminars 1 and 2)
- Two regional seminars facilitated (Junior facilitators for seminars 1 and 2, one seminar each)
- One Wrap-Up Online webinar (All three Junior Facilitators)

Language of the contract: English

Subcontracting: Subcontracting is not foreseen

3 Location and duration

The location of the assignment will be home-based for the facilitation of the online preparatory course, and in two Mediterranean countries –to be determined– for the two other Junior Facilitators. The number of paid working days is 5 (five) for each assignment (5 for the online course, 5 for seminar 1, 5 for seminar 2).

The assignment will be executed over a period of 12 months. The indicative starting date is July 2020, it is expected that the assignment will be finished by July 2021.

Year	2020												2021											
Month	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Position expert																								

4 Expert profile

The assignment requires the mobilisation of **one to three junior experts** with the below profile. A candidate can apply for one, two or all the requested assignments.

Qualifications and skills – all experts:

- A master's degree in economics, political or social sciences, international cooperation, development studies or similar qualification
- In the absence of a master's degree, at least 3 years of relevant experience
- Knowledge of information and communications technology
- Ability to communicate, collaborate, and keep the workshop running smoothly
- Proven written and communication skills in Arabic and English. French would be an asset.

Junior facilitator for the online preparatory course

General professional experience

- At least 4 years of experience in civil society, advocacy and project development, intercultural dialogue or public participation.
- Experience in online facilitation i.e. developing webinar instructions, support during webinars, use of online facilitation tools, etc.

Specific professional experience

- At least 3 years of experience in the Maghreb area / Machreq area
- Expertise in networking, consensus-building and project conception and implementation,
- Good knowledge of civil society affairs in Southern Neighbourhood countries,
- Understanding of Mediterranean social and economic challenges,
- Working experience in international projects or social and solidarity economy affairs will be an asset.

Junior facilitator for the seminar: Developing local governance and democracy serving citizens

General professional experience

- At least 4 years of experience in civil society, advocacy and project development, intercultural dialogue or public participation.

- First-hand experience in decentralization, local governance and local democracy
- Experience in facilitation and training delivery.

Specific professional experience

- At least 3 years of experience in the Maghreb area / Machreq area
- Expertise in networking, consensus-building and project conception and implementation,
- Good knowledge of civil society affairs in Southern Neighbourhood countries,
- Understanding of Mediterranean social and economic challenges,
- Working experience in international projects or social and solidarity economy affairs will be an asset.

Junior facilitator for the seminar: Overcoming socio-economic inequalities

General professional experience

- At least 4 years of experience in civil society, advocacy and project development, intercultural dialogue or public participation,
- First-hand experience in social cohesion, social protection, fiscal reform or any other policies oriented towards overcoming socio-economic inequalities,
- Good knowledge of EU external policies
- Experience in facilitation and training delivery.

Specific professional experience

- At least 3 years of experience in the Maghreb area / Mashreq area
- Expertise in networking, consensus-building and project conception and implementation,
- Good knowledge of civil society affairs in Southern Neighbourhood countries,
- Understanding of Mediterranean social and economic challenges,
- Working experience in international projects or social and solidarity economy affairs will be an asset.

5 Reporting

The expert will produce the following reports:

Name of product	Time of submission
Inception report	September 2020
Progress reports after the training courses (online and in-person)	December 2020 / February 2020 and March 2020
Final report	July 2020

6 Incidental expenditure

The assignment will include a budget of

- International travel
- Local travel
- Per diem