

TERMS OF REFERENCE FOR THE DESIGN AND LAYOUT OF THE DEMOCRACY TRUST FUND (DTF) STRATEGIC PLAN (2021-2026)

1. Background

The Democracy Trust Fund (DTF) is an initiative of Echo Network Africa (ENA) that seeks to enhance gender inclusion by increasing the number of women leaders in all sectors of society. Through targeted programmatic interventions and beneficiary participation, DTF seeks to contribute to the Sustainable Goal Number Five: Gender Equality.

In the year 2021, DTF developed its first Five-year Strategic Plan for 2021-2026 with support from URAIA that outlines the institutions direction. The Strategic Plan outlines its vision, mission, core values, situational analysis, strategic direction, key result areas as well as ways of implementing, monitoring and evaluation. DTF has a vision to be an inclusive society where all women meaningfully participate in political and governance processes in the country to achieve their democratic aspiration as equal partners with their male counterparts.

Its mission is to be an empowerment equipping hub for optimal and meaningful representation in Political leadership and other public spaces through capacity building, mentorship and coaching.

KEY TASKS, DUTIES AND RESPONSIBILITIES

1. ENA seeks a qualified graphic designer to undertake the design and layout of publication of the Democracy Trust Fund Strategic Plan (2021-2026).

SKILLS AND COMPETENCES

Qualification: The candidate(s) should have a background knowledge and competency in the following fields:

1. Graphics and design
2. Research/ Documentation

Deliverables:

1. A well designed publication of the Democracy Trust Fund Strategic Plan (2021 - 2026).

Assignment duration:

This assignment is expected to be carried out for a period of five (5) days.

Expression of Interest: The consultant meeting the above requirements should submit an Expression of Interest which should include the following:

- A capability statement, including commitment for availability for the assignment.
- A financial proposal indicating a modest budget available.
- At least one sample of previous work.
- The contact of at least three referees.

The above should be sent to procurement@enafrica.org by COB Thursday 25th August 2022.