

## **TERMS OF REFERENCE (TOR) TO ENGAGE VARIOUS FACILITATORS TO SUPPORT THE FACILITATION OF GENDER TECHNICAL WORKING GROUP FORUMS, WOMEN LEADERSHIP PILLARS TRAININGS, AND COMMUNITY AND ADVOCACY FORUMS AT THE NATIONAL LEVEL AS WELL AS IN BUNGOMA AND VIHIGA COUNTIES.**

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### **1. INTRODUCTION**

Echo Network Africa Foundation (ENAF) is a Pan-African philanthropic institution that works with like-minded stakeholders to empower, position, and advocate for girls and women in Africa. Founded in 1982, the vision of ENAF is an inclusive society where girls and women enjoy full rights and participate in the life of the society. ENAF intentionally focuses interventions on girls and women with special attention to young women, women with disabilities, and women from marginalized communities.

As part of its broader mission, ENAF, with support from UN Women, is implementing various activities both at the national and county level specifically in Bungoma and Vihiga Counties. One of the initiatives ENAF is implementing is to support the operationalization of the Women's Leadership Pillar within the County Gender Sector Working Groups in Bungoma and Vihiga Counties to ensure gender-responsive leadership and decision-making, Support for the MCAs strategy development forum at the national level, aimed at developing and enhancing leadership strategies for women in County Assemblies. Support for the implementation of gender-responsive policies at the County level, including the enactment of policies such as Gender Mainstreaming, Sexual and Gender-Based Violence, Disability Inclusion, and Youth Policies. Advocacy forums at the community level aimed at addressing Sexual and Gender-Based Violence (SGBV) and ensuring the implementation of commitments made in women's manifestos during previous electoral cycles.

In this regard, ENAF seeks to engage various consultants with extensive expertise to ensure that it achieves its goal in the project.

### **2. OBJECTIVE OF THE CONSULTANCY**

The objective of this consultancy is to engage multiple facilitators to support the operationalization of the Women Leadership Pillar in Bungoma and Vihiga Counties, coordination and facilitation of various forums targeting gender champions at the county level in Bungoma and Vihiga, County Assembly members at the National and County levels. The activities will be implemented between September and December 2024.

**3. SCOPE OF WORK-**The facilitators will be responsible for leading, coordinating, and facilitating the following activities:

#### **1. Women Leadership Pillar Operationalization in Bungoma and Vihiga Counties**

- Facilitate a one-day training session with stakeholders in Bungoma and Vihiga Counties to introduce and operationalize the Women Leadership Pillar within County governance structures.

- Facilitate a one-day strategy development meeting in each County with stakeholders from the County Gender Sector Working Group to develop an actionable plan for the Women Leadership Pillar's operationalization.
2. **Training of Trainers (TOT) Workshop on advancing women's participation in Leadership in Bungoma and Vihiga Counties.**
    - Facilitate a two-day Training of Trainers (TOT) including County representatives, University lecturers, and female student leaders from Kibabii University (Bungoma) and Kaimosi University (Vihiga).
  3. **Intergenerational Empower-Her Women Leadership Training.**
    - Facilitate a 2-day leadership training for gender champions, including young women, in both Vihiga and Bungoma Counties.
  4. **Advocacy and Education Sessions on Women Manifestos.**
    - Facilitate advocacy and education sessions on the Women Manifestos targeting gender champions in Vihiga and Bungoma Counties.
  5. **Policy Advocacy Forums.**
    - Facilitate a one-day County Forums on the enactment and operationalization of Gender Responsive policies in Bungoma and Vihiga Counties.
  6. **Strategy Convening for Chairs of Caucus for Women Members of County Assemblies (MCAs)**
    - Facilitate a 2-day strategy convening for the 47 Chairs of the Caucus for Women MCAs. The convening will discuss the status of women's leadership in the 47 Counties and develop a County Status Report to inform targeted programming aimed at expanding women's leadership.

**4. EXPECTED DELIVERABLES**-The facilitators will provide the following deliverables for each forum they facilitate:

1. Comprehensive facilitation materials, including presentations, guides, and strategies for the operationalization of the Women Leadership Pillar and other activities.
2. Detailed reports on each session, including attendance, key discussions, insights, and recommendations.

3. A complete list and analysis of stakeholders involved in each activity, especially in the operationalization of the Women Leadership Pillar within the County Gender Sector Working Groups.
4. A harmonized strategy for operationalizing the Women Leadership Pillar in Bungoma and Vihiga Counties.
5. Draft advocacy and action plans to support the sustainability of women's leadership initiatives.

## 5. DURATION AND TIMELINE

The activities will be implemented over a period of 4 months, between September and December 2024, with specific timelines allocated for each activity.

## 6. FACILITATORS QUALIFICATIONS -The ideal consultant should possess:

- Expertise in gender equality, women's leadership, and advocacy in the Kenyan context, particularly in County governance.
- Proven experience in document review, editing, and translation (especially into Kiswahili), with a clear understanding of local cultural nuances.
- Familiarity with the political and socio-economic contexts of Bungoma and Vihiga Counties.
- Strong communication and stakeholder engagement skills, with a track record of working with grassroots women's organizations or communities.
- Demonstrated ability to produce high-quality, user-friendly materials for advocacy purposes.
- A Masters Degree in the relevant field for the work.

## 7. APPLICATION PROCESS-Interested facilitators are invited to submit:

1. A technical proposal outlining their approach to the assignment, including a detailed methodology and timeline.
2. A financial proposal detailing the cost of facilitation for both activities.
3. Curriculum vitae of the facilitators, highlighting relevant qualifications and past experiences.
4. Samples of similar work previously completed.

Expressions of Interest should be submitted via email to [procurement@enafrika.org](mailto:procurement@enafrika.org) not later than **Tuesday, 24<sup>th</sup> September, 2024, by 4:00 PM.**

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