

TERMS OF REFERENCE
ORGANIZATIONAL DEVELOPMENT STRATEGY

Organization	NEAR - Network for Empowered Aid Response, www.near.ngo (Hosted by Adeso - African Development Solutions, www.adesoafrica.org)
Position Title	Consultancy
Study/Assessment Topic	Organizational Development Strategy
Position Location	Working Remotely
Reporting To	Programs Manager - NEAR
Working With	NEAR's Capacity Strengthening Team
Starting Date	Immediately
Duration	March to April 2018

ABOUT NEAR NETWORK

Adeso together with other local and national NGOs have come together to form a global network which was launched in May 2016 at the World Humanitarian Summit in Istanbul, Turkey. The Network, NEAR (Network for Empowered Aid Response), is a movement of local organizations with a bold ambition – to reshape the top-down humanitarian and development system to one that is locally driven and owned, and is built around equitable, dignified and accountable partnerships. NEAR wants to increase genuine accountability to donors, the public, and affected communities by promoting greater transparency in local, national and international responses to humanitarian and development challenges.

BACKGROUND FOR CONSULTANCY

Organizational Development Strategy

NEAR's capacity strengthening approach is aimed at developing strong and resilient civil societies within the Global South. NEAR believes that robust and resilient organizations are key to increasing local capacity to respond to crisis and development challenges. NEAR offers a platform for collaboration, along with learning and resources to strengthen the organizational capacity of our members as well as their accountability and preparedness to respond to the needs of their communities.

NEAR has prioritized the development of a strategy for their organizational strengthening work as one of four pillars of their 2018-2020 strategic plan. The strategy will help guide the team and NEAR partners in the Global South. The NEAR Network seeks a consultant to support their capacity strengthening team to develop the overall strategy.

SCOPE OF WORK

- An Organizational Development Strategy which aligns with the NEAR Strategic Plan, this strategy will include:
 - An Organizational Development Mission and Vision Statement.
 - Organizational Development Core Values.
 - Organizational Development Long Term Objectives.
 - Prototype Yearly Activities.
 - Organizational Development Action Plan.

- A slide deck (10-15 slides) for communicating the process and the outcome.

QUALIFICATIONS

- Expertise in quality data collection and research.
- In-depth understanding of localization agenda and current humanitarian landscape debates.
- Experience working with national and local organizations and actors.
- Proven successes in developing Organizational Development Strategies.
- Experience in facilitating internal processes.
- Excellent analytical, writing and synthesis skills; writing in accessible format.

COPYRIGHT AND INTELLECTUAL PROPERTY RIGHTS

In consideration of the fees paid, the Consultant expressly assigns to NEAR any copyright arising from the works the consultant produces while executing this contract. All images (whether used for online or print purposes) must however bear the consultant's photo credit, as specified by international intellectual property rights. The consultant may not use, reproduce or otherwise disseminate or authorize others to use, reproduce or disseminate such works without prior consent from NEAR.

APPLICATION PROCESS

All applications should be sent to jobs@near.ngo by **20th February, 2018** with **"Consultancy - Organizational Development Strategy"** on the subject line. The selection committee will review all applications as they arrive. All applicants must meet the minimum requirements described above, and those unable to meet these requirements will not be considered.

Each application package should include the following:

- An application letter addressing the selection criteria including how the consultant's previous experience matches the consultancy objectives as well as the interest for the position. It should also indicate the candidate's availability and consultancy rates. The letter should be no longer than two pages;
- A sample of recent work;
- Updated CV including relevant work experience and qualifications;
- Contact details of 2 references.

Applications not including all of the above information will not be reviewed. NEAR is an equal opportunity employer.