



CALL TO SUBMIT EXPRESSIONS OF INTEREST: External consultant to support Eurochild Secretariat in the strategic planning process for the period 2022-2024

Launch date of the call: **13th April 2021**

Deadline for expressions of interest: **28th April 2021**

Timeframe for delivery: **May - July 2021**

Eurochild is seeking a consultant with relevant expertise and experience to support its Secretariat in developing the network's next strategic plan. In particular, the selected consultant will review available outputs, provide general guidance to the on-going process, plan and facilitate consultations with members during Eurochild's General Assembly and Members' Day on 17-18 June 2021, and plan and facilitate the follow-up planning meeting with Secretariat staff and management board members in early July (date to be confirmed). The position is suited for someone with experience in working with civil society networks and supporting strategic planning processes, and with strong online facilitation skills.

Background

Eurochild is a network of organisations and individuals working with and for children throughout Europe, striving for a society that respects the rights of children. We influence policies, build internal capacities, facilitate mutual learning and exchange practice and research. Our work is underpinned by the UNCR. Our work includes direct work with children and young people, guided by [Eurochild's Child Protection policy](#).

[Eurochild Strategic Plan \(2019-2021\)](#) will come to an end. In the past three years Eurochild work and role has evolved significantly. We operate in a rapidly evolving political and socio-economic landscape. The COVID-19 crisis and its impact on children and the civil society sector will be far reaching and require constant assessment of developments, adapting priorities, thinking through our ways of working and engaging with members. It is in this context that we are currently developing a new strategic plan for the period 2022-2024, to be adopted by members at the General Assembly in April 2022. This is a crucial opportunity for Eurochild to take stock and relaunch.

We want the new strategic plan to be developed in a collaborative way and co-created by members, the Management Board, the secretariat, and by children and young people engaged in our work. The process of gathering input from Eurochild members on our future strategic goals have started with a members' survey earlier this year. The upcoming online General Assembly and Members' Day on 17-18 June 2021 is a key milestone to discuss the survey outcomes with members, gain further input on the goals and the models of work we want to develop under the next strategic plan. We expect over 150 participants, including 12 children from Eurochild's Children's Council. The consultation is foreseen first and foremost in the form of a 90 minutes' webinar which will be offered to participants 2 to 3 times over the course of

the 2 days' event (subject to further discussion & agreement with the selected consultant). The outcomes of the webinars will be further discussed in a planning meeting of the management board and the Secretariat in end June/ early July, planned and facilitated by the selected consultant.

Description of tasks, timeline & deliverables

The assignment includes the following milestones and deliverables:

- By mid-May 2021 – Signing of service agreement with agreed timeline & work plan in annex
- Mid-May to mid-June 2021 – Review relevant documentation; give guidance in consolidating the outcomes of the members' survey & to the overall strategic planning process; plan and facilitate consultations with members during the Members Day on 17-18 June, in coordination with Secretariat staff
- End June/ early July – Prepare a report with outcomes of the consultations at the Members Day; plan and facilitate a follow-up planning meeting of the management board and the Secretariat
- By mid-July – Prepare a report with outcomes of the planning meeting and with recommendations for the next phases of the process, including for the drafting of the strategic plan and for external consultations

Candidates requirements

- Proven strong track record in supporting civil society organisations' strategic planning processes - preferably including networks
- Solid experience as a facilitator
- Be familiar with the European civil society sector
- Experience in working on human rights issues is a strong asset
- Strong communication skills in English and excellent report writing skills

Selection process & conditions

Interested consultants should send a CV including qualifications and relevant past experience and a brief expression of interest to Andrea Witt, Eurochild Director of Operations (andrea.witt@eurochild.org) by 28th April 2021.

Short-listed candidates will be notified and invited to interviews (conducted online on 10th or 11th May). The expression of interest (max 2 pages) should outline motivation, brief reflections on the tasks involved, as well as expected remuneration. Specific terms of reference will be agreed following discussions with the selected consultant, outlining expectations, work methodology, outputs, etc.

Award ceiling: 6,000€ incl. VAT