

TERMS OF REFERENCE

Grants and Capacity Building Advisor- Consultant

Location: Tunisia - Tunis

About us

The British Council is the UK's international organisation for cultural relations and educational opportunities. We create friendly knowledge and understanding between the people of the UK and other countries. We do this by making a positive contribution to the UK and the countries we work with – changing lives by creating opportunities, building connections and engendering trust.

We work with over 100 countries across the world in the fields of arts and culture, English language, education and civil society. Each year we reach over 20 million people face-to-face and more than 500 million people online, via broadcasts and publications. Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body.

British Council Tunisia employs approximately 70 members of staff. Our activities are broad-based, including a thriving Teaching Centre, growing Exams business, and a sizeable portfolio of grant, partnership and externally-funded English, Education, Arts and Society programmes and projects.

The Supplier will advise the implementation of the EU4Youth. The project is a co-delegation between AECID, the British Council, and FIIAPP, with AECID as the lead partner. The overall value is €15.460.000. Through this project, and the wider framework of the overall EU4YOUth Initiative for Tunisia (€60m from 2018), the European Union aims to support the social and economic inclusion of young people across the country. To contribute specifically to this, our joint project's overall objective / expected (long-term) impact is: "The inclusion and participation of young vulnerable Tunisians in public life is strengthened through creativity, culture and sport while taking into consideration the different forms of exclusion".

The AECID, British Council, and FIIAPP approach to delivering these outcomes is based on the following:

- working with vulnerable youth and their communities and responding to their needs
- building confidence, inclusion, and sustainability: including information and knowledge sharing between vulnerable youth and their communities to ensure their access to economic and creative opportunities
- supporting the development of public policies and civil society initiatives in sport and culture that are accountable and transparent and focus on vulnerable youth and their communities

Purpose of the consultancy

As Grants and Capacity Building Advisor, the Supplier will be providing a range of support to the programme team including technical assistance in the design, roll-out, and implementation of the grants scheme and capacity building workstream of the programme.



Deliverables

Support to the Grants Scheme including:

- Training grants managers/officers
- Planning of grants scheme activities
- Contribute to the Design of grants calls for proposals (guidelines, submission form, etc.)
- Design of MEAL processes for the grants scheme (with contribution to overall LogFrame and M&E plan of the project)
- Structuring grants financial management systems
- Follow up of implementation, ongoing support to the grants team
- Supervision of partners involved in the grants scheme

Support to the Capacity Building/Sharing and learning scheme including:

- Training the Sharing and Learning manager/officer
- Planning of Sharing and learning activities
- Contribute to the Design of Sharing and learning activities
- Design of MEAL processes for the Capacity building schemes (with contribution to overall Logframe and M&E planning of the project)
- Follow up and implementation, ongoing support to the Sharing and Learning team

Other ad hoc deliverables may be agreed in writing during the course of this consultancy between the British Council Senior Programme Manager (SPM) and the Supplier.

Person Specification – skills, knowledge and experience

General skills and qualifications (mandatory)

- Minimum master's degree in political science, social science or similar related field;
- Proven written and spoken English, Arabic and French.

Role specific knowledge and experience



Essential	Desirable	Assessment stage
<p>Five years of professional experience in grants development and delivery as part of local NGOs or donor-funded programmes;</p> <p>Knowledge and professional experience in the area of project management especially those around civil society strengthening and youth governance and participation;</p> <p>Demonstrated technical experience Monitoring Evaluation, reporting and Learning;</p> <p>Outstanding communication, interpersonal and leadership skills;</p> <p>Excellent presentation skills.</p>	<p>Excellent organizational and time management skills;</p> <p>Excellent verbal and written communications skills.</p>	<p>Shortlisting and Interview</p>

Other mandatory requirements

- Applicants must have the right to work in Tunisia.
- All Consultants will be required to follow British Council policies, as outlined online at <https://www.britishcouncil.org/about-us/how-we-work/policies>.

