



## TERMS OF REFERENCE

### For DEVELOPMENT OF LEARNING PULICATION

#### CALL FOR EXPRESSION OF INTEREST AND SCOPE OF WORK

#### About WCoZ

Women's Coalition of Zimbabwe (WCoZ) is a network of women's rights advocates and women's rights organizations in Zimbabwe with national structures established in 1999. WCoZ brings women from diverse backgrounds to advocate for the attainment and enjoyment of their rights and ensure that the women and girls empowerment agenda remains central to the national agenda.

#### Background of the Consultancy

WCoZ has been working on an intervention which seeks to promote equal representation and participation of women and men in all spheres of the Zimbabwean society being benchmarked on Section 17, 56, 80 of the Constitution which mandates the State to take measures to ensure that there is gender balance, equal representation and participation of women and men in all spheres of the Zimbabwean society. It is against this background that, WCoZ is inviting expressions of interest from interested consultant/s to develop a learning publication which aims to focus on the project milestones, best practices, advocacy issues and lessons learnt under the intervention. The publication will be shared with duty bearers as an advocacy tool to influence the promotion of peace and gender equality in communities. The publication will also be shared with other women's rights platforms, networks and alliances as a knowledge and cross-learning product to strengthen the women's movement in Zimbabwe.

#### Tasks under the Consultancy

In carrying out this work, reporting to the National Coordinator and under the supervision of the Project team, the consultant shall:

- Submit a detailed inception report outlining the Consultant's understanding of the assignment and the approach to be employed.
- A first draft of the learning publication
- Development and packaging of the learning publication

#### Deliverables:

The Consultancy will be responsible for the following deliverables:

- Packaging and designing of the publication.
- Consolidated knowledge product of publication .
- Powerpoint presentation on the learning publication to be presented to WCoZ which summarizes the issues captured within the Learning Publication.

#### Duration

This is a 15 Day Consultancy, expected to begin : To be discussed with the successful candidate.

#### Expected Qualifications, experience of the Consultant

- The Consultant MUST be possessing a Masters' Degree in Communications, Social Sciences, Gender or any relevant fields and a Minimum of 5-years of relevant experience.
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#### Bid Format

- Interested and experienced individuals or teams should submit an Expression of Interest (EOI) to [coalitionzw@gmail.com](mailto:coalitionzw@gmail.com) and copy [wcozprocurement@gmail.com](mailto:wcozprocurement@gmail.com) on or before **20 August 2023**.
- The EOI must detail the Consultant's understanding of the Scope of Work, and methodological approach. It will also detail work-plan, including dates for when specific tasks will be done. The EOI should also include a detailed budget, indicating a breakdown of all costs for conducting this work such as consultancy daily rate. *The EOI must not exceed five pages.*
- Cover letter summarizing the applicant's skills and past experience relevant to conducting the outlined SOW.
- Detailed C.V(s)/resume(s), with names of three referees and their contact details (email and phone)
- At least 1 recent sample similar to that called for in this SOW for which the applicant was a lead author.