

REQUEST FOR EXPRESSIONS OF INTEREST

AFRICAN DEVELOPMENT BANK

Immeuble du Centre de commerce International d'Abidjan CCIA
Avenue Jean-Paul II - 01 BP 1387 Abidjan 01, Côte d'Ivoire
Human Capital, Youth and Skills Development Department
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1. The African Development Bank hereby invites individual consultants to indicate their interest in the following Assignment: *staff of the Secretariat of the African Leaders for Nutrition Initiative (ALN)* hosted by the African Development Bank. The Secretariat will be under the Direction of the Human Capital, Youth and Skills Development Department (AHHD).

2. The African Development Bank seeks interested qualified consultants to serve as the technical and managerial staffs of the ALN Secretariat. The 4 (four) long-term consultancy roles are to build the African Leaders for Nutrition (ALN) Secretariat. They are: (i) the ALN Secretariat Coordinator; (ii) Programme Manager; (iii) Monitoring and evaluation specialist; and (iv) Advocacy, Communications, and Partnerships Officer. The Secretariat housed in the Human Capital, Youth and Skills and Development Department (AHHD) at the African Development Bank will be established to support the advocacy role of the African Leaders for Nutrition (ALN) Champions and coordinate the analytical work required to produce bi-annual reviews of the economic case for investment in nutrition and the development and implementation of the accountability scorecard.

3. The AHHD Department invites Consultants to indicate their interest in the different consultancy positions by providing information on their qualifications and experience demonstrating their ability to provide the services requested (documents, reference to similar services, CVs, experience in similar assignments, etc.).

4. The eligibility criteria, the establishment of a short list and the selection procedures shall be in conformity with the Bank's procedures for **the Selection of Corporate Consultants**. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

5. The estimated duration of services is 1 (one) year renewable and the estimated starting date is 1st August 2017.

6. Interested individual consultants may obtain further information at the address below during the Bank's working hours: from 9:00 to 17:00.

7. Expressions of interest must be received at the address below no later than Friday 10th July 2017 at 17:00 Abidjan local time and specifically mentioning Individual Consultants to support the ALN Secretariat

For the attention of: Mrs. Maimouna Diop Ly and Mrs Ann Defraye
African Development Bank
Human and Social Development Department
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ESTABLISHMENT OF THE SHORT LIST

8. A shortlist of three to six individual consultants will be established at the end the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria on the basis of their updated resume.

Level of education in general	20%
Educational level compared to the field of mission	20%
Years of experience in general	20%

Number of years of experience relevant to the mission 40%

ANNEX. Terms of reference of the 4 (four) consultants

Introduction

The African Leaders for Nutrition (ALN) was established on the initiative of President Akinwumi Adesina of the African Development Bank, in partnership with H. E. former Ghanaian President John Kufour, former UN Secretary General Kofi Annan, the Bill and Melinda Gates Foundation, the Dangote Foundation, and the Global Panel for Agriculture and Food Systems for Nutrition in November 2015. Recognizing that the effects of malnutrition in all its forms are far reaching and long term, is aimed at catalyzing and sustaining high level political will and leadership on nutrition in Africa and strengthening nutritional accountability for better grey matter infrastructure.

The African Leaders for Nutrition is a high-level platform for political engagement. Its convening powers are committed to increase the visibility of nutrition on the continent, strengthen political will to address the complex underlying problems, and encourage specific policy and financial commitments to the nutrition agenda. The political dialogue with Heads of States and Ministers of Finance is expected to accelerate progress toward achievement of the CAADP/Malabo targets, the six World Health Organization (WHO) nutrition targets, and the second Sustainable Development Goal (SDG2), through sustained and increased investment for nutrition.¹ The ALN provides a dedicated platform for strategic partnerships, making a clear case for both public and private sectors investments for nutrition, and will also provide concrete examples of evidence-based policies and programs ready to scale, and a scorecard to track continental progress towards the targets.

The Secretariat of the ALN will be set up to support the work of this initiative and will be hosted by the African Development Bank. The secretariat will be embedded within the Department of the Human Capital, Youth and Skills Development under the Vice presidency of Agriculture and Social Development. This will be at the headquarters office in Abidjan, Cote d'Ivoire. The ALN Secretariat will support an ambitious vision set forward by AfDB President Akinwumi Adesina to build a group of heads of state championing nutrition. This will include but not be limited to: supporting the recruitment and retention of head of state members of the African Leaders for Nutrition; developing and supporting the dissemination of materials explaining the ALN and broadening the evidence base on nutrition; liaising with country-level contacts across multiple sectors and government; and working with subcontracted organizations to produce and disseminate high-impact advocacy and research products on nutrition in Africa, and the economic case for investing in "gray matter infrastructure."

The work of the ALN Secretariat is also supported by a diverse coalition of organizations that have committed to provide significant guidance and organizational resources, broadening the scope and reach of ALN work and ensuring institutional support over time.

Ideal candidates for the ALN Secretariat team will be: entrepreneurial, able to thrive in a fast-paced environment with varied tasks as part of a supportive, interactive team, and interested in coalition building and government relations. Individuals with strong backgrounds in advocacy, communications, and building partnerships across sectors and among varied stakeholders will excel in a role on the ALN Secretariat. Proficiency in English and French preferred, and demonstrated strong writing skills are also vital. Applicants are encouraged to provide examples of their work in advocacy, communications, and building partnerships and to be suggestive about how prior work in these areas would support the ALN's mission and stated activities. Examples of this experience might include: shaping a public debate on an issue through creative communications campaigns; convening coalitions for meaningful collective action and executing strategy in coordination with other groups; building relationships with policymakers who may require information about nutrition or related issues; carrying out ambitious research projects; promoting creative research and accountability tools (such as evidence-based reports, report cards, or trackers) that advocates, allies within governments, and everyday citizens can use to call attention to issues of concern and make educated

¹ Reduce by 40 percent the number of children under 5 who are stunted; Achieve a 50 percent reduction in the rate of anaemia in women of reproductive age; Achieve a 30 percent reduction in the rate of infants born with low birth weight; Ensure that there is no increase in the rate of children who are overweight; Increase to at least 50 percent the rate of exclusive breastfeeding in the first six months; and Reduce and maintain childhood wasting to less than 5 percent.

decisions about policies and programmes that impact the health, well-being, and growth of families and their communities.

Role: Secretariat Director, African Leaders for Nutrition Secretariat

Responsibilities

- The Director of the ALN Secretariat, reporting to the Director of Human Capital, Youth and Skills Development at the AfDB, is tasked with overall guidance and leadership of the ALN Secretariat efforts, and ensuring this body of work links back properly to the entirety of the AfDB's nutrition work, and to other departments.
- The Director guides a new team of innovative Secretariat staff (currently being recruited) with varied experience, each with a high degree of autonomy and leadership within their own portfolios including: advocacy, communications, and partnerships; monitoring and evaluation; programmatic support and country relations; and financing and administration.
- The Director sets overall strategy for the ALN, with guidance from the Director of Human Development and the AfDB President, for whom this agenda is a key priority. The research, ALN network support, communications, country-level outreach, external relations, awareness building, and accountability agendas are all ultimately under her/his purview, with the support of the full nutrition team as well as an external ALN working group.
- The Director cultivates and monitors relationships with and work of subcontractors selected to be a part of ALN efforts to document the economic benefits of investing in "gray matter infrastructure" and the ALN's annual accountability scorecard.
- International travel several weeks out of the year, likely to all AfDB and African Union meetings, as well as potential country office visits or regional workshops.
- The Director is responsible for delivering against the outcomes set out in the ALN grant, including the development of a continent-wide nutrition scorecard and reporting on the economic impacts of nutrition at a regular interval (annual or biannual).
The Director will fulfill any other responsibility linked to the support of the leaders, especially facilitate the meeting with the high level members of the initiative.

Key competencies

- Demonstrated leadership capabilities with the ability to guide the work of coalitions, engage in strategic planning with a variety of stakeholders, and respond quickly to a wide variety of strategic opportunities through careful prioritization. Demonstrated ability to balance internal and external demands in a fast-paced environment to achieve results while adhering to a long-term strategy built through collaboration and inclusion across many groups, responsive to what is needed at the country level.
- Strong experience in advocacy, communications, and/or building partnerships. In particular, experience in working across sectors with demonstrated results is valued. Examples of this experience might include: shaping a public debate on an issue through creative communications campaigns; convening coalitions for meaningful collective action and executing strategy in coordination with other groups; building relationships with policymakers who may require information about nutrition or related issues; carrying out ambitious research projects; promoting creative research and accountability tools (such as evidence-based reports, report cards, or trackers) that advocates, allies within governments, and everyday citizens can use to call attention to issues of concern and make educated decisions about policies and programmes that impact the health, well-being, and growth of families and their communities.
- Experience managing teams and large-budget products, including multiple subcontractors.
- Prior experience working directly with government representatives at multiple levels, and with the advocacy community on nutrition or a related issue. Nice to have: experience working on large scale and high profile research projects, especially those with accountability as a theme.
- Strong English or French language speaking and writing skills required with a good working knowledge of the other language. Additional languages may also be valuable.

Support and team

- This role reports to the Director of Human Capital, Youth and Skills Development Department. Reports will be sent to the Task force on nutrition under the leadership of the Vice President, Agriculture and Social Development
- This role supervises all positions on the ALN Secretariat team, which is embedded within the broader nutrition team at AfDB. These roles are presently also being recruited and include:

Advocacy, Communications, and Partnerships Officer; Programme Officer; Monitoring and Evaluation Officer; Project Associate.

- Regular interaction with the ALN Working Group, relevant subcontractors working on ALN efforts, and other departments at the AfDB to ensure a multi-sectoral approach is supported by the ways of working at the AfDB as well.
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Advocacy, Communications, and Partnerships Officer

Responsibilities

- Support Director-led activities to build and maintain the ALN's position in the global community through partner and donor relationship management, attendance at global meetings, and thought leadership.
- Serve as a liaison and interface with various partners and stakeholders from a wide range of sectors. Support Programme Officer in her/his work with relevant subcontractors to extend the reach and impact of ALN-supported research and advocacy tools.
- Provide leadership on global policy discussions and linkages to the ALN.
- Lead on communications strategy and execution with support from Secretariat team.
- Proactively build partnerships that will benefit the ALN, amplify its work to new audiences, and enhance existing impacts of the work.

Key competencies

- Presentation and meeting facilitation skills. Ability to bring together diverse actors across multiple sectors around a common goal and produce tangible results. Ability to facilitate strategy coordination and integration.
- Demonstrated ability to guide strategy discussions, goal setting, and adjust internal priorities accordingly, with the ability to pivot quickly when needed.
- Experience in particular in advocacy aimed at government, multilateral, or agency leadership, with the ability to tailor tactics to match the experience offered by potential political champions and what support may be needed.
- Deep understanding of advocacy tactics and the advocacy landscape for nutrition, relevant communications modalities, and the power of forging innovative partnerships for lasting impacts. Demonstrated past successes in all three areas. Examples of this experience might include: shaping a public debate on an issue through creative communications campaigns; convening coalitions for meaningful collective action and executing strategy in coordination with other groups; building relationships with policymakers who may require information about nutrition or related issues; carrying out ambitious research projects; promoting creative research and accountability tools (such as evidence-based reports, report cards, or trackers) that advocates, allies within governments, and everyday citizens can use to call attention to issues of concern and make educated decisions about policies and programmes that impact the health, well-being, and growth of families and their communities.
- Commitment to working with non-state actors (civil society and private sector) using a multi-stakeholder approach.

Support and team

- This role reports to the Director of the ALN Secretariat and is a member of a five-person core Secretariat team within the larger nutrition department at the African Development Bank.
 - Regular interaction with the ALN Working Group, relevant subcontractors working on ALN efforts, and other departments at the AfDB to ensure a multi-sectoral approach is supported by the ways of working at the AfDB as well.
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Programme Officer

Responsibilities

- Support Director-led activities to build and maintain the ALN's position in the global community through partner and donor relationship management, attendance at global meetings, and thought leadership.

- Work successfully with the ALN team and AfDB contacts to prepare donor reporting that showcases the ALN's work, in partnership with the Monitoring and Evaluation Officer to show real impacts.
- Act as the primary liaison to country-level AfDB and civil society contacts.
- Support the ALN Secretariat Director in administration of subcontracts.
- Some communications support in supporting internal and external messaging on the impacts of the ALN, the work of its members, and the reach of its research and advocacy products.
- Support the procurement work related to the recruitment of the consultants

Key competencies

- Strong project management skills, including the ability to manage complex work streams or projects while sticking to a complex timeline.
- Proven ability to work effectively as part of a team, multi-task, set priorities, adapt to change, and solve problems in a dynamic, high-performing work environment.
- Experience in grants management (donor-facing), and working with subcontracts.
- Experience in effectively communicating project successes, and creating communications tools for public consumption that tell the story of the ALN, amplify the work of its head of state members, and make clear the power of the ALN model.
- Website management skills are a plus.
- Speechwriting experience is a plus.
- Knowledge of procurement of consultancy services will be an asset

Support and team

- This role reports to the Director of the ALN Secretariat and is a member of a five-person core Secretariat team within the larger nutrition department at the African Development Bank.
- Regular interaction with the ALN Working Group, relevant subcontractors working on ALN efforts, and other departments at the AfDB to ensure a multi-sectoral approach is supported by the ways of working at the AfDB as well.

Monitoring and Evaluation Officer

Responsibilities

- Creates and tracks metrics for measuring the impacts of the ALN to be used in reporting, for internal planning purposes, and communications efforts.
- Collaborates with relevant actors to design and implement a monitoring and evaluation framework for the work of the ALN.
- Supports the Advocacy, Communications, and Partnerships Officer in her/his work on the annual ALN scorecard from a technical integrity standpoint.
- Lead on necessary data analysis and tracking.
- With guidance from the ALN Secretariat Director, lead on development of the ALN's annual external-facing report.
- Track and identify strengths and gaps in the ALN's support to reach country-level audiences with messaging tools, research pieces, and other information.
- Works with external partners to understand the data-related elements that would strengthen ALN communications work on the whole.
- Support the dissemination of data

Key competencies

- Keen understanding of monitoring and evaluation tactics and strategies. Advanced use of relevant software.
- Proficiency interpreting and analyzing data and writing up results of analysis, translating technical text into easily understood prose.
- Experience in nutrition programming at the community level (including financing at national and subnational levels), while not required, would be valuable to inform how policy and programme messages used by the ALN might be eventually interpreted within program design.

Support and team

- This role reports to the Director of the ALN Secretariat and is a member of a five-person core Secretariat team within the larger nutrition department at the African Development Bank.

- Regular interaction with the ALN Working Group, relevant subcontractors working on ALN efforts, and other departments at the AfDB to ensure a multi-sectoral approach is supported by the ways of working at the AfDB as well.