

Terms of Reference

Assessment of AWDF's internal systems, HR policies and practices on Collective Care and Wellbeing

1. BACKGROUND

The African Women's Development Fund (AWDF) strives for Africa to become a continent where gender justice is fully achieved for all African women, girls and gender-diverse people, and dignity and freedom are a reality for all Africans. In its first 21 years, AWDF disbursed nearly USD 51 million to women's rights organisations, primarily throughout Africa (and in selected Middle Eastern countries through one of our projects). Through its grant making, programmatic and advocacy work, AWDF has supported work that led to changes in law and policy, social norms, narrative, and movement-building for gender equality – particularly on three main thematic areas: body and health rights (including a range of issues from sexual and gender based violence to SRHR), women's leadership, participation and peace, and women's economic empowerment.

Building on its strong track record, AWDF has launched a ten-year strategic framework (2023-2033) which will guide its efforts to advance gender equality and gender justice for girls, women and gender-diverse people across Africa. At its core, the strategy's focus is on resourcing, nurturing and strengthening those who are best placed to achieve transformative change: African women's and feminist groups, organisations and movements.

PURPOSE / OBJECTIVE

It is a maxim that women human rights defenders are exposed to stress and traumatic experiences as they engage and commit to the work of social justice, taking care of others without much attention to themselves. This is truly not a sustainable way to go. Self and Collective Care have become even more crucial for social justice work after the COVID 19 pandemic. 'As the personal is political', it is imperative for right defenders to equally take care of themselves as they extend the same care to others. *Collective care is the political act of protecting and preserving activists' mental, physical, spiritual and emotional wellbeing in a world that continuously exploits women and is hostile to different identities.* It is an essential and increasingly recognised component of the global feminist agenda. Caring for ourselves and each other is both a political act of resistance and a necessity for the survival of our movements.

To deepen its practice on collective care, AWDF as part of a consortium of four regional women's funds, through the Fenominal Fund, are collaborating to learn and integrate work on collective care in our strategies, practices, and interactions as an institution and also with the movements we support, collaborate and engage with.

We believe that the personal is political and charity begins at home. To ensure that we look after one another as a team, so that we can better take care of others, AWDF aims to

institutionalise collective care by building on our current practices through learning from our sister funds in the collaborative initiative and other peer feminists organisations. We recognise collective care as essential to thriving feminist movements, and within our own fund.

Through the Fenomenal Fund collaboration, among other activities, we will work to institutionalise and strengthen Collective Care(CC), Wellbeing(WB) and Healing within our Fund to improve institutional strategies, policies and practices on CC, WB and Healing.

It is in this regard that we seek the services of a Consultant to undertake an institutional assessment on Collective Care, Wellbeing and Healing guided by the Strategies for building an organisation with a soul' by Hope Chigudu and Rudo Chigudu and best practice on feminist framework on the subjects and support develop a plan of implementation on agreed recommendations for implementation.

SCOPE

Assessment of AWDF's internal systems, HR policies and practices, to generate and start implementing recommendations for improved integration of collective care and wellbeing within our own organisation.

APPROACH AND METHODOLOGY

The consultant will undertake the assignment using varied approaches including desk review of relevant documents, group discussions and interviews. These should be guided by feminist principles, participatory, collaborative and context responsive ways in which Collective Care, Wellbeing and Healing are understood as political and ethical concepts and practices. The consultant should also have a compassionate and respectful approach in line with the context as appropriate.

CONSULTANT'S PROFILE AND QUALIFICATION

The Consultant should have:

- Demonstrated competencies and experience in conceptualisation and institutional assessment on Collective Care, Wellbeing and Healing in feminist organisations
- Demonstrated experience in creative workshop facilitation
- Grounded in leadership/feminist principles
- Excellent interpersonal skills
- Proven ability to deliver work on time
- Commitment to principles of women's rights and gender equality
- Demonstrated commitment to AWDF's values of feminist leadership, accountability, diversity, respect and solidarity

LOCATION

The location of the assignment will be virtual and physical.

DELIVERABLES / EXPECTED OUTPUTS

- Guided by 'Strategies for building an organisation with a soul' by Hope Chigudu and Rudo Chigudu and other feminist frameworks on the Collective Care, Wellbeing and Healing, generate a framework that will serve as a baseline for the assessment.
- Undertake desk review of relevant AWDF documents including its strategic framework, People strategy, HR policies, systems and reports as part of the institutional assessment.
- Undertake group discussion and interviews of relevant staff and persons to appreciate the current practice and views
- Generate a report on the findings with recommendations on how to further strengthen Collective Care, Wellbeing and Healing.
- Work with management, team leads and the entire team to develop a Plan of Implementation to address identified gaps per agreed recommendations.

PROPOSED TIMEFRAME AND BUDGET

The duration of the assignment will be done within 6 months, from October, 2023 to

March 2024.

How to Apply

To apply, please send your technical and financial proposal to consultants@awdf.org. In line with AWDF's mission, qualified and interested African Women are encouraged to apply.

The technical proposal should include; track record for the assignment, methodology or approach, schedule of activities, staffing qualification of team member(s). The financial proposal should be in USD with a breakdown for each key activity.

The application should be marked "AWDF institutional assessment on Collective Care "
Deadline for receiving applications is **23 October 2023**.