About AWDF

The African Women's Development Fund was established in June 2000 as an Africa-wide philanthropic, grant-making initiative to support the realisation and fulfilment of African women's rights through the funding of autonomous women's organisations. AWDF believes that if women and women's organisations are empowered with skills, information, sustainable livelihoods, opportunities to fulfil their potential, plus the capacity and space to make transformative choices, then we will have vibrant, healthy and inclusive communities.

BACKGROUND TO THE CONSULTANCY

AWDF is embarking on a process to review and organise our knowledge management function in line with our strategic vision. This review encompasses rethinking the 2020-2021 knowledge futures strategy which is the framework that has most recently guided knowledge management in the organisation. The knowledge futures strategy offered a structure for effective and reflective management of AWDF’s KM function, served as a tool for organising our internal and external facing knowledge initiatives and guided our approach towards advancing inclusive knowledge and evidence that centres African women politics, identities and aspirations.

As the Knowledge Futures strategy comes to an end, we are keen to co-create a successor framework that 1) consolidates our knowledge management achievements, and limitations 2) defines and guides AWDF’s knowledge management internally and externally. AWDF is seeking the services of a feminist knowledge, research, analysis and learning consultant to collaboratively accompany our knowledge management team on this journey.

OBJECTIVE AND SCOPE OF WORK

The consultant will work with AWDF’s KM team to reconceptualise AWDF’s institutional approach to knowledge management, develop a strategy and an implementation plan aligned with our ongoing strategic plan review process. Below are specific activities to be delivered.

- Undertake a review of the current knowledge management framework (the knowledge futures strategy) extracting lessons, achievements, limitations and opportunities.
- Design and implement a methodology to assess strengths, needs and opportunities for defining the politics, institutional capacity and collaborative to ground AWDF’s KM.
- Develop and apply a consultative process with AWDF staff, grantee partners, feminist collectives among other critical stakeholders to assess knowledge needs and priorities.
- Define applicable approaches to guide AWDF’s objectives on critical areas like feminist research and KM capacity strengthening.
- Accompany the KM Specialist to develop a KM strategy together with an implementation plan that aligns with AWDF’s organisational strategic plan/focus.
METHODOLOGY

• Discussion with AWDF to clarify the assignment, TORs and overall scope of work, including timelines
• Debriefing meetings with AWDF to highlight feedback areas and provide additional guidance for high quality, representative and insightful product
• Mapping and engagement of stakeholders
• Production of drafts incorporating feedback from debriefing sessions and virtual input through email.
• Production and submission of a final products

CONSULTANTS PROFILE

• Demonstrated understanding of the feminist, and African women’s politics, key issues, trends, debates around feminist KM, research and uptake
• Advanced degree required in a development and social sciences field, communications or organizational development
• Minimum of 5 years of relevant experience managing knowledge management, research, organizational or action learning, with an emphasis on feminism and women’s rights;
• Proven track record of developing and implementing knowledge, research and uptake systems, strategies, and plans;
• High-level research competence coupled with strong analytical skills with an attention to detail;
• Commitment to the AWDF’s values of feminist leadership, accountability, diversity, respect and solidarity.

DURATION OF THE ASSIGNMENT

The timeline for the completion of the work will be September 31, 2022. The work is expected to spread over six months in the period April 25 to October 25, 2022.

How to apply

Please email consultants@awdf.org with the following no later than March 31, 2022.

A technical proposal (3-5 pages maximum). This should outline your approach, the steps you will take to successfully complete assignment, timeline.
• A financial proposal (in US Dollars)
• A CV (max 3 pages) for each consultant involved in the work.

In line with AWDF’s mission, qualified and interested women from Africa or from African descent are encouraged to apply.