

## CALL FOR EXPRESSION OF INTERESTS

### DEVELOPMENT OF TRAINING CURRICULUM ON INCLUSIVE LOCAL ECONOMIC DEVELOPMENT, PARTICIPATORY AND RESPONSIVE ENTERPRISE SUPPORT SERVICES FOR SMMEs IN LESOTHO

#### 1.0 Introduction

Democracy Works Foundation (DWF) is a Southern African non-profit organisation focused on democracy development in the region by providing tools to develop resilient democracies: inclusive, equitable and sustainable consensus democracy. DWF strengthens resilient democracies through 5 programmatic areas of work: monitoring democracy, strengthening institutions and systems, training democrats and leaders, strengthening democratic culture as well as working on good governance and economic governance. DWF and Federation of Women Lawyers (FIDA) are implementing a 42-month project called “**Putting Youth and Women at the Centre of Inclusive Economic Growth (PYWEIG)**” with financial support from the European Union Delegation in Lesotho targeting Butha Buthe, Leribe and Maseru districts. The goal of the programme is to strengthen socio-economic development and employability of youth and women in Lesotho.

Recognizing the important role that SMMEs can play in facilitating inclusive economic growth in Lesotho, the project aims to develop the capacity of small and micro enterprise support CSOs to participate meaningfully in government decision making processes and to fully integrate the inclusion of women and youth enterprises in their programme of work. Furthermore, given the centrality of the state in stimulating economic growth and job creation, it is imperative that a conducive macro-economic and regulatory environment is achieved with governance system that supports and encourages meaningful enterprise development through targeted engagements with BDS service provider at the macro, meso, national and district level.

#### 2.0 Scope of Work

In order to contribute towards inclusive local economic development in the targeted districts, the capacity building interventions under the PYWIEG project will among others target community councils, District Development Coordinating Committees and BDS service providers to enhance the enterprise support services to be more participatory as well as more responsive to the needs of women and youth led enterprises and SMMEs. The intervention aims to work with targeted stakeholders to increase their understanding of participatory decision-making processes, how they can facilitate participation of youth and women focused CSOs representing SMMEs/local enterprises in policy and development decision making processes and how participatory engagements might be used to support the increased effectiveness in the provision of enterprise support services to SMMEs. As part of the inception phase, DWF and FIDA conducted a Participatory Action Research (PAR) targeting enterprise support CSOs, BDS service providers, women and youth led enterprises, Local Authorities and women and youth led CSOs/CBOs to identify the priorities, needs and bottlenecks in enterprise support services they receive, gender and legal barriers hindering their participation in economic activities and in policy decision-making processes. The findings of the study will inform the design of the aforementioned capacity building interventions by bringing to the fore the challenges and barriers that are faced by youth and women led enterprises to effectively participate in the economic ecosystem and identifying ways for prioritising youth and women in enterprise support services. Further analysis of barriers and challenges affecting provision of enterprise support services

to SMMEs from the BDS service providers perspective will also feed into the curriculum development to enhance effectiveness and responsiveness to the needs of the youth and women led enterprises/SMMEs.

It is against this background that DWF in Lesotho seeks the services of a consultant to undertake the development of a comprehensive training curriculum on “**Inclusive local economic development, participatory and responsive enterprise support services for SMMEs in Lesotho**”. The curriculum development will be informed by the training needs assessment and Participatory Action Research (PAR) findings which unearthed specific barriers on gender inclusion, enterprise development, women and youth empowerment, access to finance and mentorship. The training modules will be used in the delivery of the training workshops that will be implemented in a Two-part training workshop series targeting Business Development Service (BDS) providers, community councils and the District Development Coordinating Committees to enhance their capacity to facilitate participatory processes and provide responsive enterprise support services to women and youth led enterprises and SMMEs.

### 3.0 Specific Tasks

The Consultant will be expected to undertake the following tasks;

- i. Carry out an analysis for BDS service providers examining how inclusive and participatory their enterprise development programming is, challenges and hindrances they face in provision of the support services to SMMEs, map out the issues and identify the priorities in line with the capacity building objectives of the project
- ii. Based on the analysis and PAR findings, develop a comprehensive training module for community councils and BDS service providers aimed at addressing the needs, barriers and opportunities for enhanced participatory and responsive support services to youth and women led enterprises/SMMEs
- iii. Facilitate the validation of the training modules and incorporate any technical feedback on the modules
- iv. Facilitate the Training of Trainers (TOT) workshop on the developed modules for the above-mentioned theme
- v. Form part of the Team that will facilitate and undertake the actual training of the community councils, DDCCs and BDS service providers in the targeted districts
- vi. Take the lead in the development of workshop reports after each training series.
- vii. Submit a final process report detailing consultants’ observations, key issues, lessons learnt and recommendations for DWF consideration in future initiatives

### 4.0 Deliverables and Timelines

- An inception report outlining the consultants understanding of the terms of reference, methodology and timelines submitted within 3 working days of signing the contract.
- Gap analysis/training needs assessment report on BDS service provision
- Training curriculum and modules
- Facilitation of a validation workshop.
- Facilitation of the Training of Trainers (TOT) workshop
- Co-facilitate actual training workshops

- A process reports

The consultant will be expected to carry out the assignment over a period of **four months beginning 16<sup>th</sup> November 2022 up to end February 2023**. The assignment will be conducted in two phases as follows:

- Issues analysis and training needs assessment (5 days) – 16<sup>th</sup> November to 24<sup>th</sup> November 2022
- Development of training curriculum including validation (7 days) - 25<sup>th</sup> November to 10<sup>th</sup> December 2022
- Training of Trainers (TOT) and facilitation of training workshops (17 days TBC) – January to February 2023

#### **4. Qualification / Experience**

The consultant should possess the following requirements:

- i) Possess at least a Masters' degree in Public Policy, Economics, and Development Studies, Enterprise development, gender studies or other related qualification.
- ii) Have expertise in participatory policy formulation and inclusive enterprise development as well as a strong analytical background.
- iii) Demonstrated knowledge and experience in conducting need assessments and developing training modules/curriculum, training materials
- iv) Demonstrated experiences and skills in facilitating stakeholders' consultations and training.
- v) Be very familiar with the enterprise landscape of Lesotho and other countries within the region
- vi) Excellent verbal and written English.

#### **5. Application procedure**

Interested candidates who meet the above criteria are invited to submit their applications (either as a team or individually) to [recruitment@democracyworksfoundation.org](mailto:recruitment@democracyworksfoundation.org) with the subject line: **"Participatory and Responsive Enterprise Support Services Training Curriculum Lesotho"** must be received no later than **11<sup>th</sup> November 2022**.

The application should contain the following:

- i) A technical proposal with a brief description of why the individual is suitable for the assignment, approach to the task, proposed methodology and focus areas or questions to guide the assessment.
- ii) A CV, indicating educational background/professional qualifications, previous experience and contact details (email and telephone number) for 3 references
- iii) Financial proposal or budget that indicates the all-inclusive consultancy fee applicable supported by a breakdown of costs.