

## CALL FOR EXPRESSION OF INTEREST

### DEVELOPMENT OF TRAINING CURRICULUM FOR WOMEN AND YOUTH FOCUSED CSOS AND LOCAL ENTERPRISES ON UNDERSTANDING HOW GOVERNMENT WORKS FOR INCLUSIVE ECONOMIC GROWTH AND PARTICIPATION IN POLICY DECISION MAKING PROCESSES

#### 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 facilitate the economic ecosystem in which women and youth led enterprises are represented in government decision making, it is imperative, that initiatives that bolster and support participation are initiated. The capacity building interventions under the PYWIEG project will among others aim to enhance meaningful participation of the women and youth focused CSOs and local enterprises in policy decision making processes with regards to trade and industry development at the local government level. As part of the projects 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 also inform the design of the aforementioned capacity building interventions. It is against this background that DWF in Lesotho seeks the services of a consultant who will be tasked with the development of a training curriculum and modules

on understanding how government works for inclusive economic growth and policy decision making processes with regards to the SMME ecosystem of Lesotho. The curriculum and modules will be used in the delivery of the training workshops targeting women and youth led CSOs and Local enterprises to enhance their meaningful participation in the policy decision making processes and in the economic ecosystem. Indicatively, the curriculum is expected to cover but not limited to the following thematic areas that would be delivered in a series of three training workshops.

- i. Policy formulation and decision-making processes
- ii. Budget and resource allocation processes
- iii. District development and community action planning cycles, processes and opportunities for SMME participation
- iv. How to strategically Communicate with Local Government: The communication strategies in engaging government at the Community, District and National level.
- v. Platforms for collaboration and engagement between local government actors, CSOs and SMMEs

### **3.0 Specific Tasks**

The Consultant will be tasked with the following;

- i. Review existing training materials and literature that speak to the capacity development of Youth and Women led Enterprises, CBOs and CSOs and Business Development Service Providers relevant to enhancement of their participation in policy decision making processes as well as the economic ecosystem
- ii. Review the PAR report to isolate issues and key findings that should inform the training curriculum
- iii. Conceptualise tailor-made training modules to fill in the identified capacity gaps as articulated in the project documents and its objectives as well as the PAR findings to ensure that the modules are comprehensive and relatable to the context in Lesotho.
- iv. Facilitate the validation of the training modules and incorporate any technical feedback on the modules
- v. Facilitate the Training of Trainers (TOT) workshop on the developed modules for the above-mentioned theme
- vi. Form part of the Team that will facilitate and undertake the actual training of the youth and women focused CSOs and enterprises in the targeted districts
- vii. Take the lead in the development of workshop reports after each training series.
- viii. 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**

- i. An inception report outlining the consultants understanding of the terms of reference, methodology and timelines submitted within 3 working days of signing the contract.
- ii. Facilitation of a validation workshop.
- iii. Final curriculum containing the modules following the validation workshop
- iv. Facilitation of the Training of Trainers that will use the curriculum and modules
- v. Co-facilitate actual training workshops

vi. 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:

- Development of training curriculum and modules including validation (7 days) - 16<sup>th</sup> to 30<sup>th</sup> November 2022
- Training of Trainers (TOT) and facilitation of training workshops (23 days TBC) – December 2022 to February 2023

### 5.0 Qualification / Experience

The consultant should possess the following requirements:

- A relevant academic qualification at Master's Degree level in Public Policy, Business development, Public Administration, Economic and development studies or any other related social sciences.
- Knowledge and understanding of the enterprise landscape and SMME ecosystem of Lesotho
- Experience in undertaking similar assignments as well as the development of training curriculum that is inspired by adult learning methods.
- Experience in facilitation and training
- Excellent verbal and written English.

### 6.0 Application Methods

Qualified candidates meeting the aforementioned requirements should submit their applications to [recruitment@democracyworksfoundation.org](mailto:recruitment@democracyworksfoundation.org). The deadline for submission is the **11<sup>th</sup> November 2022** with the subject line "**How Government Works Training Curriculum Lesotho**" and candidates are required to provide the following documentation;

- A technical proposal with a brief description of why the consultant is suitable for the assignment, approach for the task and proposed methodology.
- A CV, indicating educational background/professional qualifications, previous experience and contact details (email and telephone number) for three traceable referees.
- Financial proposal or budget that indicates the all-inclusive consultancy fee applicable supported by a breakdown of costs.