

TERMS OF REFERENCE CONSULTANT FOR THE DEVELOPMENT OF STRATEGIC PLAN (2025-2029)
BACKGROUND

Resilience Organization (RO) is an independent National Organization founded and registered in South Sudan in 2017 accordance with the NGOs Act, 2016. It's a non-political, non- partisan, non- sectarian and not-for-profit National Organization. It was founded, and is led by women to empower Girl, young people with disabilities, young women and adolescents, to harness their potential in Education, economically, and socially so they can take control of their own health and have better life outcomes.

The organization is an initiative of concerned South Sudanese who experienced directly or indirectly suffering by the women, adolescent and young-girls affected by the consequences of war, famine, and tribal conflicts, among others. The Organization uses a multidimensional approach in addressing the major issuing affecting the persons of Concern as described above. Some of the approaches including; Advocacy, Community mobilization & awareness creation, Edu-entertainment, Capacity building & partnership.

Following an assessment conducted by Save the Children Team to Resilience Organization early this year followed by capacity building workplan submission based on a request by Save the Children team and a follow up meeting conducted in Save the Children Office this year,

The scope and focus of the assignment is to provide technical, strategic and facilitation support to enable the development of RO strategic plan in line with the current context in its fields of operations.

PURPOSE AND OBJECTIVE OF THE ASSIGNMENT

RO is looking for a national consultant, who will closely work with the Board of Directors and the Executive Director to lead the process of and the development their strategic plan for the period of 2025-2029.

Specific Objectives:





Define the scope of Strategic Plan Development process by meeting with RO Board and management.
Review and analyze RO existing plans and key documents with a focus to understanding "Where RO is now?"

Define RO proposition, its strategic priorities and action plans to achieve these priorities

Conduct consultative forums with Board of Directors, RO management and members, key stakeholders and partners, to synthesis RO key learnings and identify strategic opportunities in the current environment with a focus to understanding "Where do we want to be? How will we get there?"

Develop an effective internal evaluation mechanism to continually assess RO's progress in achieving its strategic goals

Engage ROs Board of Directors, management and key stakeholders meaningfully in the process to define the mission, vision, values, objectives and priorities of the organization.

Draft the Strategic Plan and present it to the Board of Directors and key stakeholders for validation and approval after necessary revisions.

PROPOSED METHODOLOGY:

The consultant is at liberty to propose methodology that would adequately result in the expected deliverables outlined in this ToR. A participatory approach together with critical reflection by the Board, management, members, staff and key stakeholders will make the process meaningful. The following steps are highly recommended for the process.

Development of Strategic Planning guidelines and discussion with RO management.

Inception meeting with RO leadership to review the SP guidelines, following which the consultant will prepare an inception report outlining the key steps, specific deliverables and timelines agreed upon for the SPD process.

Review and analysis of existing policies and key project documents, relevant sector / partner / donor reports. The aim is to identify focus areas and develop strategic objectives and key result areas for the same as well key opportunities and gaps, national and global priorities and what works.

Undertake stakeholder mapping and analysis; Through a consultative process and application of an appropriate tool of analysis, the consultant will conduct consultations with Board of Directors, staffs and key stakeholders to identify key strategic areas, critical issues, opportunities and gaps to be addressed in the Strategic Plan.

Develop and administer a questionnaire to RO members to include a participatory approach to the development of the Strategic plan.

Develop Draft one of Strategic Plan guided by the following questions:

What is the purpose of HESS as an organization?

Where does RO want to go in 2022-2026?



What does RO want to achieve during this period?

Who does RO need to collaborate and partner with to achieve its vision and goals?

How will RO work to deliver its targets?

How will RO get there?

Which risks might RO encounter and how will they be mitigated?

How will RO know when it gets there?

What is the context in which RO is working?

Review and validation of the draft Strategic Plan. The RO Board and management will receive and review the draft of the Strategic Plan in a session with the consultant. The consultant will modify the draft based on feedback and share the second draft. Further modifications may be required, but these should be minimal. A strategic development workshop maybe considered to enable the process consultative and engaging.

The RO Board of Directors will formally approve the final document once satisfied and adopt it in a Board meeting

ROLES AND RESPONSIBILITIES RO

The Board of Directors will provide guidance to the Executive Director on development of the Strategic Plan, and will participate in the consultations, review and analysis sessions.

The Executive Director will lead the process, to guide and supervise the Strategic Planning process including:

- Preparing and approving the Terms of Reference;

- Selecting, contracting and managing the Consultant;

- Managing the costs of the strategic Planning process,

- Overseeing the logistics planning for meetings,

- Engaging with the Consultant during the entire process,

- Identifying stakeholders and linking them to the consultant, within the time agreed.

RO staff will collaborate with the consultant by sharing the relevant program documents and information needed for the strategic planning process.

The Consultant

The Consultant will be responsible for preparation of an inception report and a work plan with clear timelines, undertaking consultations with RO Board, management, members and other stakeholders, assessing and analyzing data to identify gaps and critical issues, actively engaging with staff, Board members and other stakeholders through the use of participatory processes, providing regular progress reports to the Executive Director.



Preparing a first draft of the Strategic Plan and presenting it for review to RO Board and staff, modifying the draft based on feedback received

Preparing the final strategic plan document.

DURATION OF ASSIGNMENT

The duration of the assignment is from 5th May – 16 – May 2025

KEY DELIVERABLES:

An inception report outlining the steps and methodology to be used in developing the Strategic Plan.

Agenda and participant list for the consultative workshop.

Conduct FGD/interviews with key stakeholders to identify key strategic and program priority issues

A comprehensive report of document review and analysis

Draft Strategic Plan for review and feedback (with clear vision, mission, TOC, strategic objective)

Feedback session from RO Board of Directors, management and staff

Approval from RO Board of Directors

Final Strategic Plan document that includes: Executive summary, background (including S.P development process), internal and external analysis, vision and mission statement, organizational values and guiding principles, strategic priorities, metrics to assess progress in the attainment of these strategic priorities, budget, PESTEL and SWOT Analysis and Operational plan.

QUALIFICATIONS

University degree (PhD or Masters) in organizational development, social sciences, business management, strategic planning, Education or other related fields.

At least 7 years of relevant experience in Strategic Plan development and organizational development.

Demonstrated track record of successfully facilitating participatory strategy development

Demonstrated experience in facilitating organizational development of non-profit organizations, including in relation to the development/revision of organizational structures

South Sudan context (socio-political context)

Experience in working in the Education Sector.

Current knowledge and understanding of the issues affecting and associated to Education in South Sudan and globally

Experience with participatory approaches in conducting assessments and facilitating strategic planning processes



APPLICATION PROCESS

Send an application responding to the Terms of Reference that includes a Curriculum Vitae a proposed methodology (maximum 6 pages), an activity time schedule and a financial proposal budget to beresilience75@gmail.com cc. charles.oyet@rhass.org.ss copy abalokevin55@gmail.com with the subject "Development of RO Strategic Plan"

Applications should be submitted by 2-april 2025 (4:00 PM CAT) and addressed to:

The Executive Director

Executive Director Resilience Organization (RO)

Gumbo Shiriate Rajaf Payam off to Rajaf school of the blind Nimule High way or to Reproductive Health of South Sudan office

