

Terms of Reference: Consultant for Acquisition and Business Development

1. About Living Peace Methodology

The Living Peace methodology is built on previous studies that indicate associations between exposure to violence of men and women during their lifetime and the increased risk of men to become perpetrators and women to become victims of violence (IMAGES, 2012). Sexual and Gender Based Violence (SGBV) in public and private spheres also links to mental health and psychosocial conditions of men and women that are exposed to various forms of violence in the Congolese society.

The Living Peace methodology aims to end SGBV by addressing the mental health and psychosocial consequences of war and conflict that often result in cycles of violence at home and in the community. Deeply ingrained perceptions on gender inequality contribute to high social acceptance of men's participation in armed conflicts, men's role in defending the honour of the country and men's use of violence towards women. Therefore, LPI is in the first place targeting men as actual or potential perpetrators of violence by addressing their psychosocial needs and supports them in adapting non-violent gender friendly coping strategies by using a gender transformative methodology

Therefore, Living Peace Institute (LPI) wishes to hire a Consultant for Acquisition and Business Development for the duration of three years starting mid February 2020. The consultant will serve as a strategic advisor to the Living Peace Institute.

2. Job purpose

The Consultant for Acquisition and Business Development will apply his/her knowledge for and on behalf of LPI, under responsibility of LPI's Country Director, in two key areas:

- 1) Acquisition: Offer advice on acquisition activities including setting up, reviewing and follow-up of proposals, and communication with LPI's main funders.
- 2) Business development: Provide guidance on the strategic direction of the organisation in terms of activities, scope, collaborative partners and relationships with donors.

3. Tasks and responsibilities

The main duties and responsibilities are to:

- 1) Facilitate workshops for the LPI team to develop strategic directions in terms of core activities and geographical scope, LPI's (future) collaborative network, acquisition initiatives and funding tactics;
- 2) Have regular advisory sessions with the Country Director on acquisition and business development activities as well as general (strategic) guidance on LPI activities;
- 3) Advise LPI team members directly regarding on-going (strategic, acquisition) activities;
- 4) Review and write proposals to apply for funding;
- 5) Assist in maintaining and improving (communicative) relationships with LPI's main donors;

- 6) Offer general advice and guidance to LPI as an organisation when need arises.

4. Key performance indicators

The indicators by which the performance of the consultant will be assessed at the end of each year

- Production of yearly plan indicating strategic (acquisition) activities and accompanying timelines;
- Two workshops facilitated per year. Focus of the workshops is determined in consultation with the LPI Country Director, Strategy development (scope, activities etc.) and acquisition planning are key;
- Biweekly contact with the Country Director followed by an agreed 'to-do' list;
- Assist in writing grant application proposals;
- Involvement in all communication to and from main donor(s).

5. Qualifications

- Master degree or Ph.D. in economics, business administration, international relations, public health or related field;
- Proven positive results of fundraising activities (minimum 5 years' experience in a fundraising role);
- Proven experience in securing grants from bilateral and/or multi-lateral donors, corporates, foundations and/or major donors;
- Proven experience with complex application processes, including log-frame design and development with detailed budgets for African organisations;
- Proven experience developing budgets and proposals, working with teams across different cultures and time zones, including the African context;
- Proven experience facilitating trainings and/or workshops on strategy, acquisition activities and/or partner relationship development;
- Strong written and oral communication skills, with an excellent ability to conduct face-to-face meetings or Skype calls;
- Solid understanding of gender issues, SGBV and the complexity of the (Great Lakes Region) context in these areas;
- Excellent networking skills, able to cultivate relationships at different managerial levels;
- Ability and willingness to travel overseas, willingness to work overtime when needed;
- Fluency in reading, writing and speaking English;
- Fluency in French is desirable;
- Proficiency with software applications including MS Office Suite application.

6. Remuneration

The Consultant for Acquisition and Business Development will be remunerated by an agreed daily rate based on his/her level of knowledge and experience. Costs for travel and accommodation will be reimbursed for field visits, as well as a DSA of \$50 per day including travel days. No other remunerations apply.

7. Application procedure

To apply for this position, please send your application package to the Country Director through info@livingpeaceinstitute.org not later than 31 January 31, 2020. 12 p.m. The application package should consist of:

- a. A few lines (maximum 5 sentences) in an email on why you are suitable for this consultancy role;
- b. A quote for an estimated number of days per year for each of the described tasks and responsibilities above (1 to 6) and your daily fee (in USD).
- c. A CV (maximum 4 pages) attached to that same email.

LPI will select the best (two or three) candidates with a competitive offer (limited number of days and acceptable daily fee) and they will be invited for a short (Skype) interview.

Done in Goma, 09.01.2020



Aloys Mahwa, LPI Country Director