

## INDIVIDUAL CONSULTANCY OPEN COMPETITIVE SELECTION

### Part 1: Advert

#### OPPORTUNITY ADVERTISEMENT

**DATE: 27 MARCH 2019**

**Title: Team Leader Consultant to manage the Strategic Support Unit for the Sudan Stability and Growth Programme (SSGP)**

The Sudan Stability and Growth Programme is a DFID-led and funded programme aimed at contributing to long term stability and poverty reduction across Sudan, by supporting reforms for greater macro-economic stability, inclusive economic growth, improved governance, and strengthened donor-government coordination.

The British Council would like to contract a consultant to lead and manage the Strategic Support Unit which performs a central role for DFID Sudan in supporting analysis, design, delivery, development and monitoring of its Sudan Stability and Growth Programme (SSGP).

You can submit your CV and Response Guide to [ssafrica.procurement@britishcouncil.org](mailto:ssafrica.procurement@britishcouncil.org). The email subject should be clearly indicated as the Title ['Team Leader Consultant to manage the Strategic Support Unit for the Sudan Stability and Growth Programme (SSGP)'].

The submission deadline is **18 April 2019**.

### Part 2: Terms of reference

#### **TERMS OF REFERENCE: Team Leader, Strategic Support Unit (SSU)**

##### **Objective**

To lead and manage the Strategic Support Unit which performs a central role for DFID Sudan in supporting analysis, design, delivery, development and monitoring of its Sudan Stability and Growth Programme (SSGP).

##### **Background**

The Sudan Stability and Growth Programme is a DFID-led and funded programme aimed at contributing to long term stability and poverty reduction across Sudan, by supporting reforms for greater macro-economic stability, inclusive economic growth, improved governance, and strengthened donor-government coordination. The Strategic Support Unit (SSU) is a newly established unit within the British Council Sudan. The SSU is both a function within and a component of DFID's Sudan Stability and Growth Programme (SSGP) which incorporates three pillars: macro-economic reform (led by the World Bank Sudan); macro-governance reform (led by the SSU under British Council); and improved donor engagement and coordination (led by the office of the UN Resident Coordinator).

The unit will therefore serve two primary functions:

- 1) to conduct/ commission research, gather and analyse information that is relevant to DFID's Sudan SSGP's three key pillars, and to support proactively linkages and synergy between all three pillars;

and

- 2) to lead on the design and delivery of the governance reform pillar by using research generated from within the unit to support the identification and capacity development of a coalition of partners from across a portfolio of actors (civil society, media, academia, local authorities and other local actors, business etc.) who are willing to engage on a particular governance issue or 'intervention' (e.g. national dialogue, constitutional reform, elections etc.).

As part of the process of identifying coalition partners, the SSU will assess any capacity development priorities which may need to be supported through the contracting-in of specialised service providers. The SSU is designed to be politically led, flexible and adaptive; the British Council is therefore recruiting a team of professional staff and technical experts that, as individuals and as part of a team, can operate with agility and the readiness to seek out and respond to opportunities as and when they arise, or can be instigated.

### **Accountabilities & Oversight**

Internal – in addition to the SSU team and technical cadre:

- The Team Leader has a close working relationship with the Country Director, who is the Senior Responsible Officer (SRO) for the SSU;
- Staff members across the BC Sudan office (Head of Programmes, Head of Finance, Communications Officer );
- SSU specialist providers contracted in to work for the British Council on SSGP-related work;
- As relevant – engagement with appropriate BC regional personal in Nairobi.

External

- The Head of DFID Sudan; the UK Ambassador; the UK 1st Political Secretary;
- The DFID Senior Responsible Office (Economist), Governance Advisors (national and international) and the Operational Team - plus other DFID personnel as appropriate;
- The senior team of the World Bank Sudan; and the UN Resident Coordinator;
- Heads of Civil society partners, private sector, media, research organisations, local and national government actors.

### **Scope/Deliverables**

Under these four headings, the specific tasks for this role comprise the following:

1. *Lead and manage SSU*
  - Lead a team of Sudanese professional staff and technical experts in an empowering and culturally sensitive manner, maximising effective, joined-up participation and performance of the full SSU team in the work of the Unit; and
  - Ensure appropriate and effective participation and performance of a technical cadre of Sudanese and international experts/organisations, maximising their contribution to SSU's collective effort within SSGP.
2. *Design and delivery – thinking and working politically*
  - Keep abreast of key political economy and conflict sensitivity factors in Sudan, relevant to risks and opportunities for SSGP design and delivery, and ensure that this understanding is shared and validated with others in the SSU, DFID Sudan and Pillars 1 and 3;
  - Maintain a close watching brief of UK's political economy and domestic factors that will influence UK government and public responses to Sudan and UK's aid investments in the country, requiring SSU support for DFID Sudan's strategic communications;
  - Ensure that the right mechanisms for leading on design and delivery of politically smart interventions are put in place to help build multi-sectoral coalitions of actors able to pool resources and resourcefulness to influence a reform or stabilisation priority; and
  - Ensure that an appropriate Monitoring, Evaluation, Research and Learning strategy is put in place to feed into SSGP design and support SSU reporting against Pillar 2, and the overall SSGP results framework (as agreed with DFID Sudan).

3. *Relationship management with DFID Sudan/HMG*
  - Build and maintain a trust-based relationship between SSU (British Council) and DFID Sudan (Head of Office, Governance and Poverty Team and the SSGP Operational Team as well as other teams in DFID Sudan);
  - Build and maintain trust-based relationships between SSU (British Council) and other UK government departments, especially the Foreign and Commonwealth Office (FCO) to support political access and influence;
  - Develop and maintain respectful, transparent and productive relationships with all key stakeholders engaged with Pillar 2. This will include (but is not limited to) national civil society individuals, groups and organisations, private sector companies, local and national government actors, media and academic institutions, and other international actors; and
  - Nurture sound, respectful relationships with and between all relevant actors and stakeholders under Pillars 1 and 3 so that trust and familiarity helps to generate programme opportunities with minimal effort.
4. *Finance, administration & research support*
  - Working closely with the SSU's Finance and Grants Manager and the British Council Sudan's Head of Finance to ensure strong accountability for resources allocated to the SSU, working to the British Council's standards of accountability, transparency and risk management (anti-fraud);
  - Lead on design and delivery of SSU's Value for Money strategy that speaks to the needs of a complex political and adaptive programme requiring appropriate levels of flexibility in management and decision-making systems; and
  - Ensure that the SSU puts in place appropriate mechanisms for overseeing sound financial management with and through partners in Pillar 2, and elsewhere in SSGP as requested by DFID Sudan; and for ensuring that Pillar 2 partners increase their long term capacity for good financial management.

### **Skills & Expertise**

- Right to live and work in Sudan.
- The job involves periodic travel outside Khartoum (some interventions may involve work across Sudan) and occasional evening work.
- Fluent in English (professional working level) & spoken Arabic is desirable.
- Have relevant master degree in a related field.

### **Specific knowledge and experience**

#### **Minimal/ qualification**

- Political analysis and conflict sensitivity in fragile and conflict affected environments.
- Stabilisation experience in contexts comparable to Sudan.
- Leadership of development programmes in fragile or conflict affected environments.
- Experience of working across the Departments of HMG, especially DFID and FCO.
- Experience of leading and empowering multi-cultural teams in difficult environments.

#### **Desirable**

- Experience of living and working in Sudan.
- Experience of HMG conflict architecture (including, for example, the HMG Building Stability Framework).

<b>Role Specific Skills (if any)</b>	<b>Assessment Stage</b>
<ul style="list-style-type: none"> <li>▪ Ability to lead while also building the capacity of others to lead;</li> <li>▪ Ability to facilitate productive bridges between different (sometimes opposing) entities;</li> <li>▪ Ability to think and work creatively and flexibly and to adapt priorities in response to emerging opportunities and collective need;</li> <li>▪ Drive and determination; and a creative problem solving approach to what can appear intractable challenges;</li> <li>▪ Exemplary inter-personal skills, able to read a cultural context and adapt</li> </ul>	Shortlisting AND Interview

behaviours accordingly.	
<b>British Council Core Skills</b>	<b>Assessment Stage</b>
<p><b>Communicating and influencing (level 5)</b></p> <ul style="list-style-type: none"> <li>Influences and manages relationships at the highest levels to build mutual understanding, shapes perceptions of the British Council and creates positive change over the medium term.</li> </ul> <p><b>Managing risk (level 4)</b></p> <ul style="list-style-type: none"> <li>Has track record of balancing and mitigating risks in strategic and business plans and of providing a clear model of best practice to the business area/function.</li> </ul> <p><b>Accounts and partnerships (level 4)</b></p> <ul style="list-style-type: none"> <li>Develops and leads on the delivery of account management and development plans across a range of stakeholders/customers/partners to deliver medium term business and/or reputational gains for both parties.</li> </ul> <p><b>Analysing data and problems (level 3)</b></p> <ul style="list-style-type: none"> <li>Seeks out and examines a range of information to identify patterns, trends and options, to solve multifaceted and complex problems.</li> </ul> <p><b>Planning and Organising (level 4)</b></p> <ul style="list-style-type: none"> <li>Shapes forward plans for 3-5 years ahead for a major unit or multiple units, taking account of British Council strategy and the need to manage contingencies, risks and impact.</li> </ul>	<i>Shortlisting AND Interview</i>
<b>British Council Behaviours</b>	<b>Assessment Stage</b>
<ul style="list-style-type: none"> <li>Making it happen (Most demanding).</li> <li>Connecting with others (Most Demanding).</li> <li>Being accountable (Most Demanding).</li> <li>Creating Shared Purpose (Most Demanding).</li> </ul>	<i>Interview</i>

### Timeframe and duration of the consultancy

We expect the SSU to begin operation in April 2019, and would therefore want the Team Leader in place as soon as possible after this point.

The duration of the consultancy opportunity is for 24 months with a potential optional extension for another 12 months subject to the programme performance, availability of funding and performance of the consultant.

### Fees

The prospective consultant is to give indicative day rate details which will be discussed and agreed at a later stage for the technically compliant and competitive consultant.

**26 March 2019**

## Part 3: Consultant response guide

### Consultant response guide

**The consultant will submit a detailed CV and a brief proposal guided by the details herein but more particularly, attention should be paid to the Terms of reference**

Criteria	Weighting	To be assessed
Essential criteria	Met/Not met	Application
Experience	50%	Application and interview
Competencies	30%	Application and interview
Commercial	20%	Application

## Experience

ID	Cat.	Requirement
Q01	MR	Give details of three professional experiences you have that are relevant to this assignment.
		<b>Consultant Response:</b>

## Competencies

ID	Cat	Requirement
COM01	MR	Referring to the competencies as set out in the TOR, please set out how your personal skills and attributes align with these.
		<b>Consultant Response:</b>

## Commercial

ID	Cat.	Requirement
Consultant return	I	This consultancy will attract a day rate depending on skills, competence and experience in programmatic work in the past of comparable magnitude and/ or environment.
		Please submit your day rate. The day rate shall be assumed to be indicative and inclusive of all applicable taxes, including VAT. Your day rate should also take into consideration that you will be required to take on insurance (professional indemnity, public liability – both between £500,000 and £1,000,000 per occurrence and in the aggregate, as well as medical and travel).

## Part 4 – Submission declaration

I confirm that the documents set out in the submission/ return are correct to the best of my knowledge and belief, having applied all reasonable diligence and care in the preparation of the response, and that the information contained within my response is accurate and truthful.

<b>Consultant:</b>	
<b>Date:</b>	
<b>Name (print):</b>	
<b>Signature:</b>	
<b>Title:</b>	