Girls Livelihood and Mentorship Initiative invites bids from consultants to develop and produce our first strategic plan (2022-2027)

**Terms of Reference**

**Introduction**

Girls Livelihood and Mentorship Initiative (GLAMI) is a non-profit organization that mentors secondary school girls in Tanzania to complete their education, develop into confident leaders, and transform their own lives and their communities. GLAMI equip girls to overcome challenges and reach their full potential because educated girls create lasting positive change. The outcome is proactive, resilient, and socially responsible girls who secure better jobs, raise healthier families, and increase the standing of women in society.

GLAMI accomplish this through two extracurricular mentoring programs: Kisa Project and Binti Shupavu. Kisa Project is a two-year leadership course that prepares girls in their last two years of secondary school (Advance level) to attend university and create positive social change in their communities. Binti Shupavu is a four-year life skills course for lower secondary school girls (Form one to Faorm four) covering topics such as study skills, personal leadership, health, and self-confidence with the goal of increasing graduation rates for vulnerable girls.

**Purpose**

The purpose of this consultancy is to develop a strategic plan (2022-2027) with the aim of defining future direction of GLAMI and strengthening the organization so that it becomes a high performing organization that respond to the needs of the young girls efficiently and effectively.

**Scope of work**

The consultant will work in partnership with GLAMI leadership to write a strategic plan for 2022-2027, outlining GLAMIs’ goals, priorities, and guiding principles for the organization work. The strategic plan should include high level goals, activities, expansion plan, sustainability plan and new project prospects. Lastly, the strategic plan should outline realistic budget projections in terms of income, and a plan to secure funding sources for these resources.

The scope of work for the consultancy will include but not limited to:

* Analysis of relevant GLAMI documents that will inform the strategic plan,
* Consult with GLAMI board of directors and staff,
* Stakeholder consultation with Program Current beneficiaries, alumnae and their parents, and current stakeholders such as partner schools’ teachers, school staff, village leaders etc.,
* Identifying focus areas, developing strategic objectives and key results through consultative process and application of appropriate tool of analysis,
* Propose a strategy for achieving the strategic objectives and key results,
* Develop a result and resource framework for the plan period,
* Hold a meeting with GLAMI board of directors to validate the draft strategic plan, and
* Finalize the strategic plan.

**Deliverables**

The consultant will deliver:

* A strategic plan that includes a result and resource framework for the plan period, and
* A report detailing feedback of stakeholder conversations.

**Timeframe**

A draft strategic plan must be presented to the GLAMI board of directors by November 15th, 2021, and the final strategic plan must be completed by November 30th, 2021.

**Institutional arrangement**

The consultant will report directly to the GLAMI managing director. The GLAMI working group will provide relevant background documents necessary for the assignment and shall be responsible for the coordination of stakeholder and beneficiary meetings under consultancy.

**Applicant eligibility**

* The Applicants’ organization/ company/individual should be in compliance with all the legal requirements of Tanzanian laws.
* The Applicants’ organization/company/individual should be competent and have the capacity to execute the tasks.
* The bidder should have experience of conducting similar work or related activities.
* Applicants should also be prepared to deliver as per the required time frames.

**Application Process**

In order to be considered for this role:

* Submit an application letter highlighting your interest and qualifications, along with two references who can speak to your ability to develop a strategic plan.
* Provide a proposed timeline and budget for your potential work on this project.
* One relevant work sample.

Expression of interest should be sent electronically to info@glami.or.tz and cc devotha@glami.or.tz . The deadline for applications is October 8th, 2021. We regret that only short-listed candidates will be contacted.