

Terms of Reference

Network Mentor

Programme: Increased Resilience in Morocco (IR2)

Requirement: 1 x Network Mentor – Tangier and Tetouan, Morocco

Date of assignment: November 2022

Background

Since 2019, the British Council has been supporting hundreds of young men and women to strengthen their own resilience and that of their communities. British Council's approach is centred on empowerment and collective action, including creating 'safe spaces' for positive engagement between young people and local authorities and supporting young people and local authorities in their efforts to implement shared solutions to the problems that both have identified as being important.

Completed at the end of March 2022, the "Increased Resilience I" (IR1) project was a six-month FCDO funded project focused on the Fnideq and Martil area, where social pressures recently increased due to the migrant crisis and border closure. IR1 built on learning from earlier programmes and embedded and expanded positive connections, capacities and opportunities with an increased focus on local entrepreneurship in response to the deteriorating economic situation. It laid the foundations for a youth-led network that can work alongside local stakeholders to build skills and opportunities for young people in Northern Morocco.

"Increased Resilience II" (IR2) (2022-2025) is a new three-year programme funded by FCDO, which will continue and expand the British Council tried-and-tested approach to engaging young people in communities of Northern Morocco, to foster positive personal change and strengthen the capacity of young people and groups to address pressing social problems within their communities. The targeted outcomes of the IR2 programme will include strengthening positive social connections with increased trust, increasing opportunity, and increasing inclusive action.

What does the programme do to build resilience?

The programme:

- Engages young people in areas where there are high levels of 'social pressures' through activities that interest them, such as social work, education, local governance, culture and social enterprise.

- Helps young people to identify local issues and trains them to develop the networks and skills to respond, including with local government.
- Mentors young people as they apply their skills to design and deliver social initiatives to enhance community life.
- Trains Civil Society Organisations (CSOs) to better communicate their work to young people and develop initiatives that create opportunities to engage local youth.
- Supports young people and CSOs to communicate their experiences to their local community and beyond.

Role Purpose

The role of the Network Mentor will include convening and facilitating conversations and collaboration between programme partners, alumni and other stakeholders to catalyse the emergence of a locally owned network that can contribute to increasing trust, opportunity and inclusive action amongst young people in Northern Morocco. The post holder's primary responsibility (and skillset) is to facilitate and support the emergence of an inclusive network which is locally owned and managed along with providing support for the network to identify its overall purpose, strategy and sustainable, collective ways of working which are consistent with the values of the programme. Where required the Network Mentor will support in mediating and resolving conflicts and build the capacity of network members to effectively manage and deliver the network strategy independently. The Network Mentor will work closely with and receive guidance and support from UK based lead consultants.

The post holder will be working from home in Northern Morocco (Tetouan or Tangier) with intermittent travel to other project and partner locations. S/he will work closely with Network members, British Council project team in Country, and other UK based project stakeholders including the British Council UK team, MEL/Technical Advisor and trainers. S/he will report directly to the programme manager and will be involved in all project activities in North of Morocco (Tangier, Tetouan and their neighbourhoods), including liaison with partners and other relevant stakeholders.

The post holder is required to demonstrate advanced coaching / team facilitation skills and relevant experience as a local actor (mentoring by sharing her/his own experience), with excellent skills in relationship building for influence, mentoring, youth engagement, networks and community development.

Main accountabilities

Facilitation, Mentorship and Coaching

- Convene and facilitate conversations and collaboration between programme partners, alumni and other local stakeholders to catalyse the emergence of a locally owned network, working closely with and guided by UK based lead consultants.

- Facilitate team building, conflict resolution, and collaborative working relationships amongst stakeholders / Network members.
- Mentor and coach the Network members in the development and implementation of their Network strategy
- Model inclusive good practice approaches, sharing skills, knowledge and experience in a way which demonstrates and enhances the capacity of network members to work collaboratively to achieve their goals.
- Ensure effective liaison and maintain good communication between all the project stakeholders, including partner organisations, past alumni, other network members, project beneficiaries, potential supporting organisations and local authorities.
- Coordinate with the project team and partners and work on enhancing communication and a collective approach.
- Help Network members identify areas for development, explore opportunities, set goals, develop relationships, and identify resources.

Reporting and M&E support

- Facilitate follow-up/feedback meetings and workshops with Network members to check progress against plans/tools and identify capacity gaps, opportunities and challenges.
- Assist in monitoring and evaluating the quality and results of Network events and their outcomes.
- Support with MEL processes (collating required data/information from the Network)
- Report information back to the management team to support feeding into the project monthly/quarterly progress reports.
- Support development of lessons-learned and best practices.
- Ensure proper and comprehensive documentation of the Network activities, official communication, meeting minutes, and make sure all data and corresponding documentation is properly filed.

Requirements:

- Bachelor's degree (Master's degree preferable) in a relevant subject such as: social/political science, leadership and organizational development, social work or similar.
- Advanced coaching/team facilitation skills and relevant experience in mentorship
- Experience in working on youth/community development programmes
- Experience of working with vulnerable adults in less advantaged communities
- Good understanding and proven experience engaging with and motivating hard-to-reach individuals/groups
- Demonstrable knowledge of conflict sensitive programming, youth-centred approach to programme design, and participatory approach to community development
- Ability to build effective relationships with internal and external partners and encourage an understanding of and sensitivity to youth development and youth vulnerability factors among community members and partners.

- Experience of working and building networks/relationships with government, civil society clients/partners, local Civil Society and youth groups.
- Ability to create impact, particularly with youth target audiences
- Professional use of French and English language (minimum level: C1/B2 CEFR)
- Very good written and oral communication skills in Arabic.

The post holder will work on a daily-rate consultancy basis from home in Northern Morocco (Tetouan or Tangier) with intermittent travel to other project and partner locations. The role will also involve travel to British Council Rabat (where the main office is located), and at times when events are under development, may require working long and some out of work hours during evenings or over weekends responding to or driven by programme needs. Costs of travel and expenses will be agreed and claimed separately.

Specific skills

- Technical knowledge and/or experience of a sector relevant to the programme (e.g. Civil Society and Youth)
- Good use of relevant tools and techniques to inform programming including, vulnerability mapping, conflict analysis, power mapping, stakeholder analysis
- Presentation skills, both written and oral, with the ability to confidently communicate
- Good communication and interpersonal skills capable of maintaining strong relationships
- Strong attention to detail and disciplined in reporting and meeting deadlines
- Self-motivated and self-managing, with the ability to manage under pressure
- Ability to develop strong team dynamics, understand and manage local dynamics and tensions
- Self-reliant and results-oriented
- Good report writing skills
- Strong organizational and multi-tasking skills
- Excellent analytical and problem-solving abilities.

Criteria and application procedure

Successful candidates for this post will be assessed against the following attributes:

- **35% - Profile – Experience, Skills, Knowledge (CV and Supporting statement)**
- **35% - Quality – Evidence of relevant previous work**
- **30% - Commercial – Day rate represents value for money**

Applicants should submit a proposal including the following:

- Up-to-date CV
- Supporting statement (up to 1000 words detailing how they meet the requirements of the role)
- Supporting evidence and references of previous relevant work
- Consultancy daily rate (complete Annex 1 – Pricing Approach)

Timescales

Subject to any changes notified to potential suppliers by the British Council in accordance with the Tender Conditions, the following timescales shall apply to this Procurement Process:

Activity	Date / time
Issue of TOR	03.11.2022
Deadline for clarification questions (Clarification Deadline)	13.11.2022
British Council to respond to clarification questions	16.11.2022
Deadline for submission of responses by potential suppliers (Response Deadline)	21.11.2022
Evaluation of Responses and Award Letter	25.11.2022
Contract concluded with winning supplier	30.11.2022
Contract start date	01.12.2022

To Apply

Submit all mandatory documentation to British Council's e-Tendering portal hosted at [British Council Electronic Tendering Site - Project Manage - Tender \(in-tendhost.co.uk\)](https://in-tendhost.co.uk) by the Response Deadline, as set out in the Timescales section of the TOR document. If procurement is conducted via the British Council's e-Tendering portal hosted at [British Council Electronic Tendering Site - Project Manage - Tender \(in-tendhost.co.uk\)](https://in-tendhost.co.uk) **All communication to be conducted via the correspondence tab within the project.**