



TENDER – TERMS OF REFERENCE

STRONG CITIES NETWORK: STRATEGY CONSULTANT

- **Organisation:** Institute for Strategic Dialogue (ISD)
 - **Reporting to:** Head of International Programmes, SCN
 - **Location:** Remote-based
 - **Preferred Start Date:** late May/ early June 2022
 - **Maximum contract value:** up to £10,000 depending on experience and requirements
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About SCN

The [Strong Cities Network \(SCN\)](#) is an independent global network of 150+ cities and local governments dedicated to addressing all forms of violent extremism, hate and polarisation, while promoting a human rights-based prevention framework in which local knowledge and practice informs national, regional and international approaches.

Our mission is:

- To inspire, catalyse and multiply locally-driven, non-discriminatory, human rights-based, and gender-sensitive policies and programmes that prevent and counter violent extremism, hate and polarisation that rest upon trust-based partnerships with communities;
- To enhance the practical implementation of programming and practice at a local level aimed at building social cohesion and community resilience to all forms of extremist- and hate-motivated violence;
- To connect sub-national leaders and practitioners from a range of disciplines, including community relations, social and health services, education, leaders from the youth community, economic development, religious affairs, local community leaders and civil society, to exchange lessons learned and provide tailored training through face-to-face and online exchanges; and
- To elevate the voices of mayors and other local leaders and ensure the needs and priorities of cities and other sub-national authorities are reflected in national, regional, and international conversations around how to most effectively prevent violent extremism, hate and polarisation.

Launched at the United Nations in 2015, the SCN is managed by the [Institute for Strategic Dialogue \(ISD\)](#). The consultant will work closely with the SCN Management Unit (MU), comprising remote-based senior staff in the United States, United Kingdom and Germany among other locations, who are employed by ISD but dedicated to SCN development, engagement and activities.

Summary of Opportunity

We are seeking an experienced senior consultant to develop a public-facing strategy document which sets the direction for global SCN activities for at least three years. The consultant is expected to work closely with the SCN Executive Director, Head of International Programmes and senior HQ colleagues, including internal monitoring and evaluation staff, to develop a comprehensive and clear



network strategy to guide the Management Unit as well as SCN donors, partners and members towards achieving common key strategic objectives. The strategy is expected to build on a 2021 independent forward-looking assessment of SCN impact in fragile states, commissioned by the Danish Ministry of Foreign Affairs and shared with SCN donors and partners.

The strategy will need to include a clear vision for the network and an outline of key governance frameworks and processes that advance its independence and the leadership of its member cities, including through and International Steering Committee. It should also make clear the respective roles of, and relationship between, the MU’s remote-based “HQ” team and on-the-ground “regional hubs” in key geographies. It should also communicate a clear and achievable process through which cities which have been less engaged to date, and which may not have benefitted from dedicated capacity-building project funding, are expected to be more engaged with the network and their local government peers around the world going forward. The strategy should set out the expectations and considerations for existing and prospective donors and include means through which the network can generate greater long-term sustainability, while developing a theory of change and results framework that identify outcome-level changes generated by regional and global-level networking. Finally, it should also address how the network can be better connected to the broader global preventing and countering violent extremism (P/CVE) architecture while addressing a wide-ranging set of integrated threats and challenges cities face to peace, cohesion and resilience.

The consultant will be expected to carry out consultation with SCN members, partners and donors to inform the strategy and work alongside the MU to produce a public-facing document to be launched at the SCN Global Summit in November 2022.

Scope of work

Timing

We are looking to appoint an experienced senior consultant as soon as possible for an immediate start, ideally in late May or early June 2022. A complete first draft of the strategy document should be available by mid-September 2022 at the latest, to enable review, design and publication by November 2022. These dates reflect the latest timeframes for delivery; completion in advance of these dates is also possible, depending on the consultant’s availability and flexibility.

Deliverables	Approximate Deadline	Milestones
1. Review of Danish-funded assessment and drafting of strategy content outline	17 June 2022	<ul style="list-style-type: none"> • Review of assessment report recommendations and key strategic issues raised within • Review of third-party strategy documents from partner organisations and/or comparable institutions/organisations • Work with MU to develop content outline, target length, style guide and key audiences for strategy document



2. Virtual consultations with SCN member cities, partners, donors and other key stakeholders	29 July 2022	<ul style="list-style-type: none"> • Identify key stakeholders to interview • Identify key questions for consultations to inform strategy • Conduct KIIs • Summarise key findings to inform relevant strategy components
3. Development of SCN theory of change & results framework	2 September 2022	<ul style="list-style-type: none"> • Review existing MEL frameworks and tools in consultation with SCN’s M&E manager and M&E consultants • Development of ToC logic model • Development of ToC narrative • Development of results framework and indicators
4. Drafting of strategy document	7 October 2022	<ul style="list-style-type: none"> • Develop full first draft, reflecting continuous consultation with and guidance from SCN’s MU • Edit and make changes following reviews

Selection Criteria

Essential

- Familiarity with international peacebuilding and security sectors, particularly preventing and countering violent extremism (P/CVE) initiatives and organisations;
- 10+ years’ experience of developing/delivering monitoring, evaluation and learning frameworks and tools in a relevant sector;
- Experience developing internal and external-facing strategy documents for international organisations and NGOs in a relevant sector;

Desirable

- Familiarity with the Strong Cities Network and partners, including the Global Counterterrorism Forum and its “inspired institutions”;
- Extensive experience working with/for United Nations institutions and agencies;
- Familiarity with counterterrorism and preventing/countering violent extremism donors including US State Department, European Union, and Ministries of Foreign Affairs across a number of countries;
- Familiarity of working with networks and member-led institutions;
- Familiarity of working with cities, local governments and urban resilience challenges.

Application process

To apply, please submit the following:

- A fully costed proposal narrative demonstrating how you will address the key deliverables of this tender, accompanied by a timeline and outlining relevant experience;
- An up-to-date CV;
- A cover letter summarising relevant experience, availability and links to relevant example work.



Proposals must be submitted via email to tenders@isdglobal.org by 27th May 2022. Subject of the email must be **SCN Strategy Consultant**. Shortlisted applicants will be contacted within two weeks from the deadline's closure to conduct a short interview before final selection the week after.

Successful appointment is subject to confirmed funding.

For any questions please contact tenders@isdglobal.org.

We reserve the right to interview and appoint applicants prior to the closing date of this vacancy.