

Terms of Reference: Africa Team Consultant – Niger Programmes

- Closing date for applications: 9 am (BST), 8 July 2024 (applications will be considered on a rolling basis).
- Type of contract: self-employed consultancy contract.
- Length of contract: to start as soon as possible, ideally in July 2024, and extend until 31 December 2024, pending availability of funds (applicants should indicate their preferred start date).
- The consultant is expected to work 3 days/week on this assignment. This may increase in the initial 2 weeks of the assignment, and during project workshops.
- Location: the consultant will ideally be based in the U.K., or in West Africa.
- Travel: some travel (to Morocco and/or Mauritania) may be required for project activities. Travel costs will be paid in advance or reimbursed directly by Anti-Slavery International. However, candidates will be responsible for obtaining entry and transit visas if necessary.

ANTI-SLAVERY INTERNATIONAL

Anti-Slavery International is the world's oldest human rights organisation. Our vision is freedom from slavery for everyone, everywhere, always.

We believe that modern slavery is a contemporary issue of the highest importance, and we are determined to work with others to make sure people can be free from slavery across the world. Our strategy commits us to working on four focus themes to drive systemic change and help end slavery for everyone everywhere:

- Child slavery
- Responsible business
- Trafficking
- Climate change and slavery

You can read more about us and how we work in the 'About Us' document [on our recruiting webpage](#).

As a focus of our child slavery work, Anti-Slavery International has been implementing programmes to end slavery in Niger since the early 2000s. The Africa Team Consultant – Niger Programmes will provide temporary support to ensure the

smooth management of our projects in Niger, covering the thematic areas of descent-based slavery and forced child begging – both contributing to our strategic priority of ending child slavery.

The Africa Team Consultant – Niger Programmes will work in close coordination with the Head of Regional Advocacy Programmes to ensure the efficient management of project activities and the timely and accurate reporting to donors. In particular, the consultant will be responsible for quarterly reporting to donors, organizing project workshops, and the timely completion of project deliverables to a high standard. The role also involves supporting the management of our relationships with partner organisations in Niger, including identifying any capacity strengthening needs and opportunities for mutual learning and further collaboration.

CONSULTANCY DESCRIPTION

The consultant will play an integral role supporting Anti-Slavery International's Regional Advocacy Programmes Team, by coordinating the implementation of projects in Niger. Specific responsibilities will include:

Descent-based slavery project:

- Compiling quarterly technical reports for the donor. This includes liaising with project partners in Niger, requesting and reviewing implementation reports, analysing information, collating and drafting the reports
- Collecting and analysing qualitative and quantitative data on project MEL indicators
- Supporting project partners in developing activity Terms of Reference for upcoming project activities
- Supporting project partners in developing and drafting organisational policies
- Contributing to the planning and organisation of an end of project meeting: co-developing the meeting programme, working with colleagues and partners to develop the agenda and gather inputs
- Drafting the meeting report, capturing project learning

Forced child begging project:

- Compiling quarterly technical reports for the donors. liaising with project partners in Niger and the U.K., requesting and reviewing implementation reports, analysing information, collating and drafting the reports

- Collecting and analysing qualitative and quantitative data on project MEL indicators
- Supporting project partners in developing activity Terms of Reference for upcoming project activities
- Planning project workshops that will bring together four partner organisations, facilitating the smooth running of the workshops, note-taking and reporting
- Supporting project partners to develop and deliver national advocacy plans
- Reviewing and providing inputs to research reports

The successful candidate will bring considerable experience in programme management, knowledge of human rights issues in Africa and the ability to work in partnership with grassroots organisations.

The consultant is expected to work closely with the Head of Regional Advocacy Programmes and other colleagues within Anti-Slavery International's Advocacy and Programmes Department. The consultant is expected to contribute actively to the work of the Africa Team as a whole, be a good collaborator and team player, yet able to work with a high degree of autonomy to manage own tasks within agreed deadlines.

CONSULTANCY REQUIREMENTS

Essential

- A minimum of 7 years directly relevant programme management experience
- Excellent knowledge of human rights issues relevant to the West African region
- Experience of developing and delivering advocacy plans
- Fluency in written and oral English and French
- Experience in drafting high quality reports in English and French
- Experience in developing and organising meetings and workshops
- Experience engaging with civil society organisations and supporting partners to strengthen organisational capacity

- Knowledge of project management systems
- Attention to detail and strong organisational skills.
- Visas for overseas travel may be required

Desirable

- Understanding and management of project budgets
- Experience working on the issue of slavery
- Existing relationships with NGOs in Africa
- Experience conducting advocacy at the national or regional level in Africa

To apply, please email your CV in English (2 pages maximum), a cover letter in English (1 page maximum), and an example of a document or report you have drafted in English and/or in French, to Miriana Giraldi, at jobs@antislavery.org. Your cover letter should set out how your experience meets the consultancy requirements as set out above. Please indicate your availability, preferred start date, and day rate for this consultancy. Your email should indicate “Africa Team Consultant – Niger Programmes” in the subject line.

Applications will be reviewed on a rolling basis. The final date for applications will be 9 am (BST), 8 July 2024. Interviews will be conducted by 12 July at the latest.

We invite interested candidates who meet the requirements to also consider our opportunity for an Africa Team Consultant – Mali (access via the [Jobs page here](#)). Please indicate in your message if you are applying for one or both consultancies.