

## **Big Lottery Fund – Organisational Development**

### **Consultancy Opportunity (Approximately 10 working days)**

#### **Background:**

Maternity Worldwide ([www.maternityworldwide.org](http://www.maternityworldwide.org)) is currently working in Ethiopia (previously funded by Big Lottery Fund), Uganda and Malawi (funded by the Big Lottery Fund). Our maternal and newborn health programmes use an integrated approach to address both demand side and supply side issues following the 'Three Delays Model'. This includes community health promotion, income generation activities and women's groups, strengthening referral mechanisms and developing Basic and Comprehensive Emergency Obstetric Care centres, including staff training and development.

Maternity Worldwide has secured an Organisational Development Grant from the Big Lottery Fund (in conjunction with our successful grant for programme funding for Malawi) to improve our systems around 'managing partnership and accountability' and 'planning and managing projects'. We plan to use this support to produce the following:

#### **Outputs Required:**

- 1. Framework for partnership agreement – to initially be used between Maternity Worldwide (MW) and Catholic Health Commission (CHC), Malawi**
- 2. An 'In-Country Recruitment and Retention Best Practice Toolkit' - to include risk reduction around remote management**
- 3. Summary Country Plan to support renewed NGO status application for Ethiopia**
- 4. Asset Management Toolkit for initial use in Malawi and Uganda**

#### **Timescales**

All the consultancy work must be completed by 5<sup>th</sup> September, 2014, with output 1 being prioritized for earlier completion. There will be approximately 10 working days. There is a maximum daily rate.

#### **Management and communication**

The consultant will work with the Chair of Maternity Worldwide and should liaise with the Malawi programme lead (who works between UK and Malawi) and the lead for the Ethiopia and Uganda Programmes (UK based). The work can be carried out in the main from home, however, the consultant will be requested to make at least one visit to the Maternity

Worldwide office in Brighton. The consultant should build in time to their work to circulate draft documents for consultation by the relevant Maternity Worldwide work stream leads prior to appropriate amendments and sign off.

**Quotes**

Interested consultants are requested to provide a fully inclusive quote, CV, names of two referees, a covering note outlining previous relevant experience and an example of a policy document, bid, proposal or evaluation that you have personally written. Please send by email to Kirsty Erridge at [kirsty.erridge@maternityworldwide.org](mailto:kirsty.erridge@maternityworldwide.org).

**Deadline**

Quotes should be sent by the end of Thursday 12<sup>th</sup> June 2014 (22:00)

**Further information**

If you require further information please call 01273 234033 or email [kirsty.erridge@maternityworldwide.org](mailto:kirsty.erridge@maternityworldwide.org)

MR AB 28.05.14