



RIGHTS AND RESOURCES INITIATIVE

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## *Request for Proposals*

### *Regional Facilitator for Anglophone Africa*

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The Rights and Resources Initiative is requesting proposals for consulting services beginning mid/late May.

If interested in providing services to our organization, please review this request and submit a proposal by **May 2**.

#### About RRI:

The Rights and Resources Initiative (RRI) is a global coalition of over 200 organizations dedicated to advancing the forest, land, and resource rights of Indigenous Peoples, Afro-descendant Peoples, local communities, and the women within these groups. RRI leverages the power of its global coalition to amplify the voices of local peoples and proactively engage governments, multilateral institutions, and private sector actors to adopt institutional and market reforms that support the realization of rights. Its members capitalize on each other's strengths, expertise, and geographic reach to achieve solutions more effectively and efficiently. By advancing a strategic understanding of the global threats and opportunities resulting from insecure land and resource rights, RRI develops and promotes rights-based approaches to business and development and catalyzes effective solutions to scale rural tenure reform and enhance sustainable resource governance.

#### Terms of Reference

The Facilitator for Anglophone Africa will be based in Kenya or Liberia and support RRI's Africa Program team with planning, implementation, monitoring and technical assistance for programmatic work in the region. They will also provide input for strategy development, donor reporting, and communications projects for the Africa region.

The Facilitator will work independently and will not represent any one RRI Partner or Collaborator during annual work planning or implementation of activities. The Facilitator will perform her/his duties according to an

established work plan for 2025, which could be adjusted according to RRI's strategic priorities and will support the RRI planning cycles.

### ***Consultant Activities***

Key tasks include:

- Support Anglophone Africa Partners and Collaborators (P&C) in developing their strategies, activities, and budgets both for the Africa Program and Strategic Response Mechanisms (SRMs).
- Provide technical support to P&C for the implementation of the planned activities, ensuring that plans respond to expected outcomes, promoting communication and coordination among organizations.
- Support the monitoring of strategy implementation, informing RRI of any unforeseen difficulties to comply with planned strategy.
- Encourage synergies and cross-regional learning among RRI P&C and resource people.
- Maintain regular communication with and among P&C and other members of the Coalition in Africa to generate discussions and analysis around the political landscape in Africa.
- Identify challenges and opportunities for RRI strategy implementation in Africa, particularly related to the Network of African Land Institutions for Community Rights (ALIN), and a regional theory of change/strategy.
- Highlight key successes and learning during project implementation and contribute to blog posts and other communication materials.
- Assist in coordination & implementation of ongoing 2025 projects and efforts for the preparation of 2026 strategies.

#### **1. Technical Assistance to Partners and Collaborators**

- Facilitate the development of concept notes and budgets with P&C that match the annual work plan, particularly for new collaborators and coalitions.
- Identify, recommend and support P&C to develop SRM proposals that meet the criteria. Support SRM proposals' timely processing.
- Contribute to linking the P&C to government, research and civil society actors relevant to the effective achievement of their strategic outcomes/activities.
- Hold meetings with local Partners, Collaborators, and allies to enhance collaboration and synergies, provide updates on country strategy implementation to identify and assess opportunities to expand impact in target countries.
- Provide inputs from P&Cs for RRI monitoring and donor reporting and ensure that reports follow RRI criteria to be submitted in a timely manner.
- Monitor planned implementation at country and regional levels.
- Facilitate communication and help resolve issues with P&C and other members of the Coalition.
- Review Collaborators' narrative progress reports to see if the program is successfully meeting its goals or identify areas of improvement.

#### **2. Strengthen the Synergies among Partners and Collaborators in country and regional platforms and channel global RRI communications to the Region**

- Arrange and participate in meetings with government and CSOs, at request of P&C or RRI, to discuss issues related to forest land tenure and rights, keeping P&C and RRI informed of the meetings, both before and after such key meetings.

- Enhance communication among P&C in the region and RRI-related advocacy, including the Network of African Land Institutions for Community Rights (ALIN) and other community networks, contributing to promote RRI global and country/regional strategies, and relevant publications and tools, news, and data.
- Provide opportunities for cross-learning among country P&C in the region on forest land tenure reform, climate change and enterprise development and other global RRI themes.
- In preparation for the country planning meetings, identify potential issues to address and the organizations of key informants to contribute to RRI's country and regional strategy.

### **3. Regional Analysis and Documentation**

- As requested, the Facilitator will provide technical expertise to support regional analysis on issues related to forest tenure, rights, and community forestry in target region as well as new political, social and economic regional and global trends that effect or represent opportunities for RRI strategy in the target country.
- Document and share important cases related to forest tenure models, forest-based enterprise development, realizing rights and benefit enhancement and sharing by communities through tenure reform
- Provide updated reports on the socio-political, and economic context of the target region monthly.

#### ***Consultant Deliverables***

Monthly technical narrative report providing updates on Anglophone Collaborators' project implementation as it aligns with the various Africa Program objectives as outlined in the 2025 Workplan.

#### ***Proposed Timeline***

Mid/late May to mid/late October 2025

## **Eligibility Criteria**

#### ***Minimum Qualifications***

- Candidates must be based in either Kenya or Liberia and be a resident of and/or have a permit to legally work in one of these countries.
- Minimum of 5 years of relevant experience in program facilitation, project management, or regional coordination in Africa.
- Knowledge of forest land tenure, community rights, and climate change issues in Africa.
- Professional-level proficiency in English required.
- Ability to travel within the region to meet with partners and collaborators, and occasionally to global meetings.
- Ability to communicate regularly with the RRI office based in Washington, DC, including occasionally in the evenings to accommodate the time difference.
- Ability to work independently and meet deadlines.
- Excellent communication and interpersonal skills, with the ability to facilitate discussions and coordinate among multiple stakeholders.

### ***Preferred Qualifications***

- Degree in social sciences, international development, environmental studies, or related field.
- Experience working with diverse stakeholders including NGOs, government agencies, and international donors.
- Proficiency in other languages used locally or regionally would be an asset.
- Technical proficiency in monitoring and evaluation, with experience in reporting to donors.
- Strong analytical skills to identify challenges and opportunities within the regional political landscape.

## **Key Contract Terms**

### ***Contract Type***

This will be a time plus materials contract for six months, with the option for renewal or transfer to an employment agreement at the end of the contract term. The consultant will be paid an hourly fee for all activities undertaken against the terms of reference, plus reimbursement of any approved expenses/materials. It is estimated that a contractor would need to plan for approximately 15 days equivalent work per month.

### ***Expenses***

RRI will directly pay for expenses, including:

- International and domestic flights and lodging, when required for travel in the region or to international meetings.

The following expenses will be reimbursed at cost based on receipts/documentation of actual expenses:

- Other approved travel expenses for meals, ground transportation, and incidentals.

All other projected costs/expenses must be included in the consultant's proposed rate. Consultant is responsible for ensuring that they have all required insurance, certifications, and/or licenses, and that they meet all legal requirements to provide services in the location where the work is being performed.

### ***Equipment and Supplies***

Unless stated otherwise included in the proposal, the consultant is responsible for providing all equipment, software, and/or supplies required to perform the services.

## **Submission Requirements**

1. CV/Resume of consultant
2. Cover letter presenting your background, relevant experience, and listing your hourly rate for services. The hourly rate should be all-inclusive, covering overhead and any other expenses required to operate as an independent consultant.
3. Brief writing sample (1-2 pages each) in English

Please submit your proposal and required documents by email to Mame Diop ([mdiop@rightsandresources.org](mailto:mdiop@rightsandresources.org)) with the subject line “Anglophone Facilitator.”

**The deadline for submission is 5:00pm ET on May 2, 2025.**

## Evaluation Criteria

Proposals will be scored based on the following parameters:

- Professional experience (35%)
- Knowledge of sector (20%)
- Quality of writing sample (20%)
- Costs (25%)

## Ethical Behavior

RRI is committed to maintaining the highest standards of integrity, transparency, and ethical conduct in the procurement process. We expect all vendors and consultants to adhere to ethical business practices and comply with applicable laws and regulations. Any attempt to influence the procurement process through unethical means, including but not limited to fraud, bribery, or conflicts of interest, will result in immediate disqualification.

RRI’s procurement processes are fair and open and allow all vendors/consultants equal opportunity to win our business. If any individual or organization becomes aware of potential violations of ethical standards related to this procurement process, we encourage prompt reporting to our hotline at [www.lighthouse-services.com/rightsandresources](http://www.lighthouse-services.com/rightsandresources). By submitting a proposal, the bidder acknowledges this commitment and agrees to conduct all interactions with RRI in an ethical and transparent manner.