

Position: Civic Engagement Expert – Municipal Development Plans

Period of Performance: 3 Months – Consultancy Contract

Deadline: 22 August 2023.

Our organization:

Rasheed for Integrity and Transparency (Transparency International - Jordan) is a non-profit company working to strengthen the pillars of good governance that are based on integrity, transparency, accountability, and rule of law in the Jordanian institutions. “Rasheed” is the national chapter of Transparency International in Jordan.

“Rasheed” (TI – JO) aims to reinforce the involvement of Jordanian citizens in anti-corruption activities, protect public, private, and local governance institutions against corruption, enhance the efficiency and independence of control agencies specialized in the area of anti-corruption, and strengthen the integrity of the legislative and judicial authorities.

About the “Nazaha” Project

“Nazaha”: Support to Social Accountability and Empowering Civil Society for Better Governance”; is a project co-funded by the European Union and the Spanish Development Agency (AECID), and its purpose is to strengthen the capacity and internal governance of CSOs and CBOs to contribute to the improvement of the effectiveness and transparency of the public sector towards the population.

The "Nazaha" program operates within three pillars outputs at enhancing the capabilities, skills, and governance of civil society organizations in line with standards of governance, transparency, and integrity, specifically:

1. Output 1: Social accountability is enhanced based on the establishment of a capacity-building scheme and standards of accountability addressing CSOs and CBOs;
2. Output 2: Enhanced social accountability targeting CSOs, CBOs, and youth through the training of their capacities and ability to feed information into policy-making processes;
3. Output 3: A participatory approach adopted at all levels of the development processes to allow transparency and accountability towards youth.

Within its third output, the "Nazaha" program will review and update manuals, procedures, and templates to enhance consultations of municipalities with civil society in the drafting of development plans and in deciding on priority projects and implementing the related training.

Terms of Reference:

The Civic Engagement Expert will undertake work in Amman, Jordan for Rasheed for Integrity and Transparency (Transparency International – Jordan) through the Project Manager .

Duties:

The expert is expected to carry out the following duties:

- Review the ongoing and previously implemented participatory initiatives for decision making at the municipal level and the existing tools, focusing on Ministry of Local Administration (MoLA)'s current methodology for developing local development plans.
- Review and collect information focusing on CSOs' and other stakeholders' roles in these plans and how their engagement can systematically be ensured. The data collection should include a mix of quantitative and qualitative methods, such as interviews, document analysis, survey, and focus groups and shall engage the opinions of different stakeholders, such as local authorities, MoLA, CSOs, and donors to ensure that all voices are heard. The review will also verify the best tools to be used based for the legal framework and context of Jordan.
- Implement the new methodology for drafting the development plans manual.
- Submit a detailed report after completion of this activity.

Deliverables:

The expert will complete and submit the following deliverables, invoice, and timesheet prior to payment.

- Work plan with the timeframe. (Prior to the commencement of activities) in English language
- Methodology in English language
- Data Collection results in English language
- Manual for drafting development plans in Arabic and English languages
- Comprehensive progress reports in English language detailing the methodology, feedback, recommendations, and lessons learned one report after the completion of each duty, with all supporting documents and forms.

Qualification:

- Experience in civic engagement, proved track record of working with municipalities, CSOs and stakeholders.
- Experience in drafting manuals specially development plans.
- Minimum bachelor's degree or at least 10 years of experience in related fields.
- Other Skills: communication skills and data analysis

Instructions:

Please send your **CV**, a **cover letter** outlining why you are the ideal candidate for this position along with a **financial offer** to info@rasheedti.org by 22 August 2023.

Rasheed For Integrity and Transparency provides equal opportunity as well as fair and equitable treatment in employment to all people without regard to race, color, religion, sex, origin, age, disability, political affiliation, or marital status.