



CARITAS AFRICA HUMANITARIAN STRATEGY CONSULTANCY

Terms of Reference for the Assignment

Development of Caritas Africa Humanitarian & Community Managed Disaster Risk Reduction (CMDRR) Strategy

1. Background and Introduction

Caritas Africa is a social pastoral ministry of the Catholic Church in Africa. The Africa Region is one of the 7 Regions of the Caritas Internationalis Confederation (162 members). It is a network of 46 National Caritas Organisations in 46 African countries: including adjacent islands in the Atlantic and Indian Oceans. Caritas Africa is headquartered in Lomé, Togo.

Caritas Africa's mission is inspired by the Gospel and as part of the mission of the Catholic Church, we work in a spirit of communion, fraternal cooperation, and partnership for a better Africa by:

- Upholding Caritas as an expression of the organised charity of the Church in Africa
- Reinforcing the effectiveness and resilience of Caritas Africa Member Organisations
- Saving Lives and reducing the impact of humanitarian crisis in Africa Region
- Engaging Caritas Africa Member Organisations in transforming unjust structures for a fair and fraternal world.

The Caritas Africa Strategic Framework 2024-2030, strategic orientation 3, aims to **Save Lives and reduce the impact of the humanitarian crisis in Africa Region**. Consequently, our humanitarian focus emphasizes three key areas of service: Disaster Preparedness, Response, and Community Resilience Building.

To ensure a coordinated approach to our humanitarian programming, Caritas Africa desires to engage an experienced consultant to develop a humanitarian strategy that will guide our humanitarian programming in our 46 member countries.

The consultant is expected to develop a framework for accessing expertise, improving coordination, and resource mobilization while adhering to our commitments to strengthen localization and partnership in implementing humanitarian work across our member organisations.

2. Objectives and Terms of Reference for the Consultancy

The primary objective of this consultancy is to develop a comprehensive humanitarian strategy for Caritas Africa. Specifically, the consultant is expected to:

- 2.1. Carry out a thorough analysis of humanitarian situation in Caritas Africa with a focus on Disaster Preparedness, Response, and Community Resilience Building.
- 2.2. Carry our literature review by among others consulting the following documents: a report on the role of the Regions in Humanitarian Emergencies, Caritas Africa reports on humanitarian aid and covid 19 response, the DRR advocacy guide, research on localization, Caritas Africa Strategic Framework among others.
- 2.3. Conduct a consultative process with Caritas Africa Humanitarian Reference Group and carry out thorough SWOT and PRESTEL analyses and stakeholder mapping to provide guidance on how to leverage partnerships and collaboration.
- 2.4. Ensure that the strategy is regionally relevant and reflects the humanitarian contexts, common themes, issues, and recommendations from across Caritas Africa zones or member organisations.

- 2.5. Suggest focus areas, develop objectives and results based on the areas drawn from identified gaps and priorities.
- 2.6. Develop indicators from the three strategic objectives below upon which the strategy will be based: *Consolidate the preparedness and response capacities of Caritas Africa Member Organizations facing emergency situations; enhance coordination of intervention mechanisms for rapid and effective response in emergency situations at different levels and strengthen the capacity of Caritas Africa Member Organisations in Community Managed Disaster Risk Reduction (CMDRR).*

3. Deliverables

The consultant(s) are expected to:

- 3.1. Provide an inception report detailing how this assignment can be carried out, including the cost implications.
- 3.2. Once recruited, provide an assessment report of the exercise based on consultation meetings held with various stakeholders.
- 3.3. Consult and submit a draft humanitarian strategy including vision, objectives, principles, and priorities for Caritas Africa feedback and comments.
- 3.4. A final humanitarian strategy document, incorporating feedback and recommendations from Caritas Africa and other stakeholders.
- 3.5. A results framework with proposed milestones, timelines, and indicators for success.

4. Timeline

The consultancy is expected to be completed within four weeks after signing a contract.

5. Qualifications and Expertise

The consultant(s) or consultancy team should possess the following qualifications and expertise:

- 5.1. A deep understanding of humanitarian principles and approaches, including localization, decolonization of aid, Safeguarding, and participation of communities.
- 5.2. Strong research and analytical skills, including the ability to review and synthesize existing documents and strategies.
- 5.3. Demonstrated experience in humanitarian strategy development, preferably with a focus on international NGOs and/or humanitarian organizations. Previous experience working with Caritas Africa and a bilingual consultant (French and English) will have an added advantage.
- 5.4. Excellent communication and writing skills.
- 5.5. Knowledge of humanitarian contexts and challenges in Africa is highly desirable.

6. Budget

Caritas Africa invites interested consultants to submit a detailed budget proposal, including all consultancy fees.

Note: This consultancy will entirely be online.

7. Mode of application

Interested consultants are invited to submit their proposals, including a detailed CV and a cover letter, outlining their approach to the consultancy, no later than **May 25, 2024**, to recrutement@caritas-africa.org and secaf@caritas-africa.org