



Term of Reference for the Lessons Learned Study

Background

With a view to supporting the political and economic reform currently underway in Ethiopia taking into account the upcoming 2020 national elections as well as recognizing the need for forming a coalition of civil society organizations that will engage in electoral activities in a coordinated and sustained manner, more than 60 civil society organizations formed, in May 20018, the Interim Coordinating Committee (ICC) which is mandated to organize the Coalition of Ethiopian Civil Society Organizations for Election (CECOE). The ICC comprises the Ethiopian Civil Society Forum (ECSF), Inter-Africa Group (IAG), Ethiopian Lawyers Association (ELA), Coalition of Christian Relief and Development Associations (CCRDA), Network of Ethiopian Women's Associations (NEWA), Ethiopian Civic and Voters Education Actors and Ethiopian National Disability Action Network (ENDAN).

The objectives of CECOIE, among others, stated in its Memorandum of Association include:

- To undertake voter and civic education, and increase/encourage voter participation in the electoral processes;
- To mobilize and provide the necessary support to members to actively participate in monitoring and observation of all electoral processes and referenda;
- To collect, organize, document, and share information related to electoral processes as well as prepare and disseminate same;

Consistent with its mandate, the CECOIE Interim Coordinating Committee since its establishment in May 2019 has accomplished the activities outlined below.

- Prepared the Coalition Memorandum of Association.
- Developed the Coalition three-year, 2020-2022, Strategic Plan.
- Organized jointly with its partner's direct training and TOT to members of civil society organizations that were drawn from the nine regional states and two city administrations, Addis Ababa and Dire Dawa on leadership, election, and election-related dispute resolutions. Furthermore, it is making the necessary preparation for the 2020 general elections.

In addition to processing the Coalition to get registered under the Agency for Civil Society Organizations as well as making the necessary preparation for the upcoming 2020 general elections, the Coalition Interim Coordinating Committee observed the Sidama Referendum that took place on November 20, 2020 mobilizing and deploying CSOs working on democratization and human rights. Ethiopian Civil Society Organizations Forum on behalf of Coalition of Ethiopian Civil Society Organization for Election wants to hire Consultant to undertake lessons



learned study to CSO Sidama Referendum Observation (including the pre-referendum day, referendum day and post-referendum day).

Objectives of the Lessons Learned Study

The purpose of the Lessons Learned Study is to assess the processes and outcomes of CECOE's intervention in the Sidama Referendum and identify what worked well and what did not and document good practices to adopt them for the upcoming 2020 general elections.

Tasks of the Consultant

The consultant drawing on project proposals, document on methodology, training plan and minutes of meetings shall:

- Carry out the desktop review;
- Assess the method of selection of observers;
- Evaluate the training plan and implementation;
- Evaluate the deployment plan and implementation
- Assess the performance of LTOs and STOs
- Assess logistics plan and performance ;
- Assess the performance of the Election Situation Room(ESR) with a particular focus on coordination between -ICC with observers, observers with focal persons//the data officers including focal persons/ data officers with the ESR members;
- Assess Coordination between ICC and funding partners ;
- Assess coordination among funding partners;
- Present findings on the Sidama Referendum observations review meeting
- Present findings on the donor's meetings
- Submit draft report
- Incorporate feedback on the draft and submit the final report

Methodology and Approach

A team of consultants' minimum of two professionals shall jointly undertake the assignment. Interested applicants are required to design and implement a methodology to deliver the results required under this TOR. The possible methodology could include a desk review, interview with relevant stakeholders such as ICC members including the Secretariat, Observers (LTOs), NEBE, Funding partners, Questionnaires and/or focused group discussions.

Anticipate deliverables

The following outputs will be produced at the end of the assessment on Lessons Learned



- Interim Report
- Final Report of Lesson Learned

Qualifications

The Consultant who will take up the assignment is required to have

- Minimum of MA degree in political science, law, sociology with relevant experience in election-related activities
- At least 10 years of research experience
- At least, the Team leader shall have election-related experience.
- Fluent in English;

Timeline

20 working days

The closing date for the application is Friday, January 3, 2020, before the close of business.

Please note that:

- Applications and CVs written in English will be accepted and Shortlisted candidates will be contacted.
- Please note that we are not accepting CVs that are not sent through the indicated email address

Early application is encouraged as we will review applications throughout the advertising period and reserve the right to close the advert early.

How to apply: - Please send us your CV and cover letter via info@fcsf.net and cecoe.ethiopia@gmail.com with the following document

Technical proposal: - Including how you plan to deliver what is in the TOR, methodology, timetable and the capacity to deliver including experience and team composition

Financial Proposal: - Professional fees and other related expenses

NB. Team of consultant will be encouraged to apply for this post

More information can be found on <http://www.fcsf.net/vacanceis>. ECSF operates an equal opportunities policy and actively encourages diversity, welcoming applications from all persons meeting the skills and experience required.