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**Terms of References for**

**Disability Inclusion Consultant to support Leonard Cheshire’s Women’s Integrated Sexual Health Programme (WISH)**

1. **Leonard Cheshire Profile**

This ToR is Subject to Contract. It is not an offer of a contract and is not capable of acceptance by the issuer. Neither this ToR, nor any response to it by the issuer, will be binding on Leonard Cheshire or have any other legal effect. Only a subsequent formal document (which is NOT headed Subject to Contract), accepted, and signed by an authorised person on behalf of Leonard Cheshire, will give rise to or constitute a contract.

Leonard Cheshire is a UK-based charity with over 65 years’ experience and is one of the world’s largest Charities wholly dedicated to supporting persons with disabilities. Leonard Cheshire believes that children and adults with disabilities should have the rights, freedom, and opportunities to access education, contribute economically and to participate fully and equitably in society.

The International Department of Leonard Cheshire (LC) implements projects mostly around our inclusive education and economic inclusion models and in partnership with our Global Alliance partner organisations, which are an extensive network of over 200 members in 54 countries. We have five regional offices in Africa and Asia and currently support projects in Bangladesh, China, India, Kenya, the Philippines, Sierra Leone, Tanzania, Uganda, and Zambia.

1. **About Women’s Integrated Sexual Health**

Leonard Cheshire is a partner in the Women’s Integrated Sexual Health Lot 1 consortium led by MSI Reproductive Choices. WISH is the UK government’s flagship programme aiming to strengthen support for sexual and reproductive health and rights in African and Asian countries by 2022. Our role is to provide technical assistance and leadership to the Lot 1 consortium (West and Central Africa) to develop disability inclusive sexual and reproductive health services.

The goal of the programme is: A world in which every mother can enjoy a wanted and healthy pregnancy and childbirth, every child can survive beyond their fifth birthday, and every woman, child and adolescent can thrive to realize their full potential, resulting in enormous social, demographic and economic benefits.

The programme aims to contribute towards the ‘Leave no one behind” agenda, by reaching women with disabilities whose needs have previously largely been unmet through family planning and sexual and reproductive health (SRH) service provision.

1. **Purpose of consultancy**

The Disability Inclusion Consultant will lead on providing technical assistance to the consortium and producing training and guidance to ensure that practices developed during the programme are sustained. In particular, this will include developing apackage of e-learning resources based on interventions piloted earlier in the programme, and synthesising and disseminating lessons learnt and good practice from the programme.

This role will also be responsible to contribute to overall programme management.

The consultant will report to the Programmes Technical Lead, Economic Inclusion and Innovation. Further, the consultant will work closely with the Programme Officer (PO) and the broader WISH teams within LC and MSI Reproductive Choices, both in the UK and in countries of implementation.

1. **Key responsibilities**

The Consultant will:

* Contribute to and advise on the scope of work of LC’s component in the programme.
* Provide disability inclusion and SRH technical mentorship and coaching to the Programme Officer who will be taking on additional responsibility during this phase.
* Lead on the development and delivery of content for e-learning training modules for staff and other relevant participants in the programme on the subject of disability inclusion, based on existing resources developed during the programme Note: digital/e-learning expertise will be contracted separately to convert content into appropriate e-learning formats, the consultant is expected to provide coordination, review and sign off on design in agreement with the PO.
* Provide technical assistance and develop training resources for continued piloting of inclusive interventions in Sierra Leone.
* Advise consortium partners and provide technical guidance on inclusion strategy including sustainability measures for the programme.
* Provide technical inputs into consortium communications, materials and publications to ensure they are accessible and inclusive of people with disabilities.
* Provide ongoing support to the consortium members including advising on adequate monitoring and evaluation methodologies of disability related activities.
* Using defined tools and methodology, provide technical guidance and analysis contributing to the learning process to be undertaken by LC, addressing the successes and challenges of mainstreaming disability inclusion through the consortium approach. This will be documented in a Learning Report.
* Provide technical guidance and input to design and draft new concept notes and/or position papers and funding proposals when requested.
* In collaboration with the PO, contribute to the compilation of quality narrative and financial reports for donors and relevant leading partners (compilation will be led by PO and Finance Manager, respectively).
* In collaboration with the PO, contribute to the budget monitoring and any reforecasting for the programme, as well as ensure adequate use of resources and regular auditing of expenditures.

1. **Timeline**

The Consultant is expected to work approximately 40 days over a period of up to six (6) months from July 2021. If the contract is to be renewed, the Consultant will be given timeous notice.

1. **Person specification**

To successfully undertake this assignment, the Consultant should meet the following minimum requirements.

**Essential**

* Extensive experience of providing technical guidance and input on disability inclusion within large, multi-country programmes.
* Knowledge of working or supporting reproductive health programmes.
* Proven experience of programme cycle management.
* Proven experience of delivering disability programming in a global context at a senior level.
* Proven experience of developing accessible training materials and sessions.

**Desirable**

* Experience of Sexual and Reproductive Inclusive Health programming in a global development context.
* Lived experience of disability and activism in the sector a great advantage.
* Experience of working in the NGO sector

**Skills**

* Excellent organizational and analytical skills
* Excellent interpersonal skills to work with different teams
* Ability to work and deliver under strict deadlines and under pressure.
* Ability to multi task
* Excellent written English and computer skills

1. **How to apply**

**Please submit an expression of Interest, including**:

* Your updated CV
* Your experience of delivering work similar to this scope or focus
* Contact details of two references
* Daily rate for the consultancy in GBP

Please respond with your Expression of Interest to Annabel Azim ([Annabel.Azim@leonardcheshire.org](mailto:Annabel.Azim@leonardcheshire.org)) by **Monday 28th June 2021.**

Contract: Contractual obligations will be defined through a standard consultancy agreement, outlining deliverables, timelines, payments, and stating that the intellectual property will belong to Leonard Cheshire.

If you have any queries, please contact Annabel Azim using the address above.