

CONSULTANCY EXPRESSION OF INTEREST
DEVELOPMENT OF STRATEGIC PLAN FOR STOP TB PARTNERSHIP-KENYA (2021-2025)

REF NO: STPK/EOI/SP/001/08/2020

Background

Stop TB Partnership-Kenya (STP) is a membership organization comprising of the government of Kenya, the business community, the patient community and individuals. It provides a vehicle to spearhead a nationwide year-round doorstep-reaching platform for and all Kenyans to make Kenya free of TB and other poverty-related diseases. The partnership also focuses on mobilizing the corporate sector to join other players in contributing to the efforts towards the elimination of TB.

The STP Secretariat was founded in 2010 and registered in 2011 under the Registrar of Societies Act. It formerly existed as a Committee of the Ministry of Public Health under the National TB Program (NTP). During the formation and prior to the existence of STP the Committee had technical working group made up of several members drawn from the TB program, Kenya Association for Prevention of TB & Lung Diseases, AMREF, PATH, CHS and other organizations.

The STP- Kenya Secretariat became operational in 2013 and its first full time employee in mid-2015. At this point the Stop TB Partnership was being re-vamped as a project supported by the USAID-funded Tuberculosis Accelerated Response and Care (TB ARC) project awarded to the Centre for Health Solutions-Kenya (CHS). Since 2018, the STP has been a sub recipient to the TB ARC II project and has in its place its own governance and leadership structures.

STP's first strategic plan ran from 2014 to 2018 and STP looks review its accomplishments for that period, while leveraging any strengths and opportunities, and developing a new robust strategic plan that would steer the organization to the next strategic period from 2021 to 2025. This new strategic plan will not only bring out STP-Kenya's priorities but also continue to align the STP to the advocacy strategies of the Kenya National Strategic plan for TB control, the global End TB strategy and the United Nations' High Level Meeting country commitments. The proposed Vision

of this new strategic period will be ‘A Kenya Free of Tuberculosis’ while the proposed mission will be ‘To eliminate TB in Kenya, through advocacy, resource mobilization and strategic partnerships’.

CONSULTANCY TERMS OF REFERENCE

The Stop TB Partnership-Kenya is sourcing for a high calibre, dynamic, driven and qualified individual to undertake the process of developing the second STP strategic plan for the period 2021 to 2025. This consultant will work very closely with the already established steering committee and is expected to report to this committee on a weekly basis for ratification of key elements. The consultant will also work within the expected timeline, as per the developed Gantt chart.

Scope of Work and key processes

1. Inception meeting with report.
2. Develop and propose a Framework/methodology for the review of key beneficiaries and stakeholders from the first strategic plan (2014-2018) as part of the review process
 - a. Map out key beneficiaries and stake holders.
 - b. Conduct interviews with key informants,
 - c. Conduct focused group discussions where applicable
 - d. Steer stakeholder meetings, for prioritization, consensus building, and validation
 - e. Identify and review existing relevant documents that will guide in the formulation of new strategic plan, its strategic approaches, key objectives, interventions and activities
 - f. Desk review of strategic plan (2014-2018)
3. Identify strategic approaches, key strategies/interventions, activities, key monitoring indicators that the strategic period will address in the next five years.
4. Facilitate, document and collate consensus from the various steering team engagements and stakeholder workshops
5. Develop a detailed M&E framework and operational plan to guide the implementation of the revised SP
6. Develop an itemized Budget

Key Deliverables

1. Inception report
2. Evaluation report from the review of previous strategic period (2014-2018).

3. Detailed Strategic Plan 2021-2025 with operational framework, M&E framework and itemized budget
4. Documentation of the Strategic Plan development process and lessons learned
5. Comprehensive report of work done.

Qualification and Skills required

1. Master’s Degree in Public health, Social Sciences or a related field.
2. Minimum of 7 years of project management experience in large, health sector development programs that have implemented successful activities.
3. Demonstrated expertise in all aspects of TB, Public Health, advocacy and/partnerships for health
4. A clear track record in provision of technical assistance/consultancy of similar complexity and magnitude.
5. Demonstrated ability to build and maintain relationships with senior-level Government of Kenya officials, NGOs, private sector, development agencies, implementing partners and donor organizations.
6. Demonstrated strength in developing and maintaining stakeholder partnerships and engagements
7. Professional proficiency in English is required.

Duration and timelines

The work is expected to take an average of **25 working days**. The following is an indicative timeframe, spread over 2 months (September - October 2020); actual timing will depend on meetings with various stakeholders, particularly STP Kenya and its partners.

Activity	Level of effort/ Number of Days
Inception and entry meeting	0.5
Development of Data collection tools	1
Steering committee meetings, preparation and report writing	4 (8 meetings for 2-3 hours each, with follow up documentation)
Desk Review including Strategic plan (2014-2018) review, SWOT analysis, etc	2
Key Informant Interviews & FGDs	3

Development of Draft Zero	2
Stakeholder workshops and documentation (3)	3.5
Draft One write-up	2
Costing of Strategic Plan	2
Development of M&E framework	2
Final report Writing Popular version of SP Full comprehensive SP Power Point PPTs for dissemination	3
Total Days	25 days spread over 2 months

Mode of working

The consultant will be stationed at the STP office working closely with the Strategic Plan steering committee for the number of days envisaged. The consultant must have a working email and be accessible on mobile phone.

Application deadline

Interested applicants who meet the minimum criteria indicated are invited to email their applications and detailed CVs with contact details of three referees to vacancies@stoptbkenya.org clearly indicating the advert title and its reference number as the subject line by 5.00 PM on or before **Monday 31st August, 2020**.