



## **TERMS OF REFERENCE FOR AN EXTERNAL EXPERT IN SUPPORTING/FACILITATING THE FOUR WORKING/ADVOCACY GROUPS OF THE CIVIL SOCIETY**

### **Overall Objective**

CiviKos within the framework of the Citizen Engagement Activity (CEA) is looking for an external expert to: **Support/facilitate the four working/advocacy groups of the civil society.**

### **Introduction and Overview**

#### **About CiviKos**

CiviKos Platform is an initiative of civil society organizations in Kosovo established to create and promote an enabling environment for cooperation of the formal civil society sector and state institutions of Kosovo. Continuously growing and currently with more than 272 member organizations of civil society, CiviKos Platform is committed to deepen the cooperation between member organizations, as well as public authorities and other relevant stakeholders in the development of civil society in Kosovo. With its mission to enable a civil society environment in Kosovo, CiviKos will utilize the expertise and the already solid formalized structure with public institutions to create a sustainable environment for CSOs focusing their expertise on public procurement.

CiviKos Platform in partnership with the Kosovar Civil Society Foundation (KCSF), and the United States Agency for International Development (USAID) in Kosovo, will be supporting the implementation of the Citizen Engagement Activity (CEA).

#### **About Citizen Engagement Activity (CEA)**

The Citizen Engagement Activity (CEA) in Kosovo aims to support Civil Society Organizations (CSOs) to build constituencies, diversify their resource and partner base, and affect change by connecting different actors around locally driven development solutions, and to enhance government accountability. CEA is a five-year program (2021-2026) supported by the United States Agency for International Development (USAID) and implemented by the Kosovar Civil Society Foundation (KCSF).

Building on long-standing experience and expertise of KCSF in civil society development, including recent approaches towards a more constituent-based civil society, and complementing it with the mandate and expertise of local partners and proven models of international partners, CEA will contribute towards the achievement of the following objectives:



Objective 1: Strengthened civil society links to constituencies, energized community activism and increased demand for accountability.

Objective 2: Established cross-sectoral partnerships and increased trust between CSOs, citizens, private sector, and public institutions.

Objective 3: Developed capacities of CSOs and an enabling regulatory environment to mobilize alternative domestic and diaspora resources.

### Background and Scope of the Facilitator of the working groups of civil society

CiviKos is facilitating the process of cooperation between civil society and the government and is co-chairing the Council for Cooperation between Civil Society and the Government.

The current [Strategy for cooperation between civil society and the government](#) covers the period 2019-2023 and consists of four objectives:

Objective 1: Increasing civil society participation in policy-making.

Objective 2: Improvement of the regulatory and institutional framework for financing sustainability of programs and projects of CSOs in public interest.

Objective 3: Developing practices and procedures of contracting of CSOs for the provision of public services.

Objective 4: Increasing volunteering in programs of public interest.

The Government Strategy for Cooperation with Civil Society 2019-2023 can be found in the following link:

<https://zqm.rks-gov.net/assets/cms/uploads/files/Strategjia%20ne%20tri%20guhe.pdf>

The Strategy was designed to help improving the cooperation between government and civil society and it creates the preconditions for an improved participation of the civil society in policy-making and good governance. The role of CiviKos is to facilitate and coordinate the activities that should be undertaken for implementing the objectives of the Strategy.

CiviKos within CEA has established four working/advocacy groups among Council CSO members and non-members, and civil society activists, aiming to identify the main challenges and shortcomings regarding the implementation of the Strategy and the overall legal framework pertaining to an enabling environment for civil society development.

In order to facilitate and coordinate the work of the working/advocacy groups established from CiviKos in line with the four objectives of the Strategy, CiviKos within CEA is **looking for an external expert to support/facilitate the work of the working/advocacy groups.**

### Aim and Objectives of the Supporter/Facilitator of the working/advocacy groups

The aim of the external expert/facilitator is to support/facilitate the working/advocacy groups of the civil society established based on the four objectives of the Government Strategy for Cooperation with Civil Society 2019-2023.



### **Specific Objectives:**

- Identifying the needs of the working/advocacy groups of the civil society established by CiviKos;
- Supporting/facilitating meetings of the four working/advocacy groups;
- Preparing a workplan for the working/advocacy groups;
- Supporting the work of the four working/advocacy groups based on their needs.

### **Methodology**

The proposal methodology should contain a detailed description on:

- The support/facilitation of the working/advocacy groups will be done.
- Methodology of the support/facilitation of the meetings of the working/advocacy groups.

### **Timeframe and deliverables**

Meetings of the working/advocacy groups will take place periodically during the period of May-July 2022.

Expected outputs/deliverables will include the following:

- Detailed workplan for the four working/advocacy groups.
- Support/facilitation of the working groups/advocacy meetings.
- Assisting the preparations of the draft reports of the working/advocacy groups.

### **Eligibility Criteria**

The consultant shall have:

- Extensive experience (at least 5 years) in completing similar assignments.
- Solid knowledge and understanding of political and socio-economic situation in the country, as well as the activities undertaken by CSO sector.
- Demonstrated knowledge and experience working with civil society sector, and the government.
- Experience working with the Council for Cooperation between Government and Civil Society will be considered as advantage.
- Demonstrated high level of professionalism and an ability to work independently and in high pressure situations under tight deadlines.
- Excellent interpersonal communication skills including experience of support/facilitation and presentation.
- Full working knowledge of English, and of Albanian and excellent report writing. Serbian language is an advantage.

### **Proposal and budget**

The proposal shall provide a description of the consultant including an outline of the consultant's recent experience on similar undertakings.

The budget proposal in Euro.



**Note:** Members of the Council for Cooperation between Government and Civil Society are not eligible to apply for this call.

The required documents should be delivered at the email: [info@civikos.net](mailto:info@civikos.net) , no later than 19 May 2022.