

PLATFORM FOR ACT-A CIVIL SOCIETY AND COMMUNITY REPRESENTATIVES

Terms of Reference for a Community Based Consultant to join the Platform for Act-A Civil Society and Community Representatives.

Background

Since May 2020 the Platform for ACT-A Civil Society & Community Representatives (the Platform) – co-led by WACI Health, STOPAIDS and GFAN – has been supporting community and civil society representatives in the platform and advocating for and ensuring that every aspect of the ACT-A has reserved space for communities and civil society to bring their expertise, experience and voices to the table. Currently, there are 47 community and civil society representatives who sit across the 4 “Pillars” (Vaccines/COVAX, Diagnostics, Therapeutics and Health Systems Connector), and two representatives at the Facilitation Council who also participate in “ACT-A Principals” discussions as well as representatives in the Facilitation Council working groups.

In January 2022, in consultation with community representatives on the platform, it was agreed to invite two community organisations to join WACI Health, STOPAIDS and GFAN to co-lead the platform and ensure communities impacted by COVID-19 are represented and included across all areas of work of the ACT-A. A call for applicants was put out along with a detailed ToR. Although the platform received a number of very good applications and interviewed a shortlist, there were some limitations in geographic representation and communities impacted by COVID, particularly in their governance and decision-making bodies.

As a result, it was agreed to bring on board a consultant from a community group impacted by COVID or representing people living with long COVID, to join the Platform team and craft a way forward for increasing the representation and participation of communities in the decision-making processes of the Platform.

The Role:

In consultation with current community representatives on the Platform, the role of the consultant will be to assist in setting up a working group/advisory group/community group of individuals and representative of organisations working with communities most affected with and/or impacted by COVID, with a particular focus on communities from LICs and LMICs.

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The consultant is expected to manage this process and ensure that community representatives are contributing to the work within each of the Platform pillars and various working groups through an open and transparent process of nomination, led by the project team.

The working group/advisory group/community group will be expected to;

- Hold space to ensure that information, tools and knowledge being generated both locally and at the global level are shared more broadly.
- Actively participate in ACT-A Platform discussions, regular meetings to ensure that the issues faced by communities on the ground are fed into broader ACT-A discussions, in the advocacy work of the Platform at every level and into the future of ACT-A.
- That the voice of communities is heard loud and clear in any future pandemic preparedness discussions taking place. This includes supporting community representatives to prepare for engagement through drafting statements, talking points and other communications and advocacy materials. Coaching and guiding individuals to prepare to make interventions may also be required.

The consultant will join the Platform team, made up of a group of long-term consultants, who are tasked with the coordination of civil society and community representation across the Platform for ACT-A Civil Society and Community Representatives. To learn more about our work, please visit: <https://covid19advocacy.org/>

This role is open to both individuals/independent community-based consultants and organizations with staff expertise and existing capacity that could be task shifted. The duration of this role, that start at the end of April 2022 is till end of Sept 2022 at 8 hours per week or 20% level of effort.

Core Criteria for the position:

- Strong preference for an individual who is themselves , part of a community organisation, network or group currently led by communities with first-hand experience of living with COVID-19, or an individual with experience working with and representing populations who are known to have vulnerabilities to COVID-19, preferably based in the Global South.
- Demonstrated expertise and understanding of the scope of work of the ACT-A and the opportunities and challenges it presents.

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- Demonstrated linkages and experience working with community networks on health and equity issues (local, national and/or regional, and/or global levels) and experience seeking input from communities on key issues and questions. Previous experience of facilitating and strengthening a community engagement group or network.
- Capacity to communicate and network effectively and broadly and experience in utilizing opportunities for advocacy around issues of importance to civil society and communities and preparing advocacy materials such as statements, briefs, toolkits etceteras
- Be fully able to communicate orally and in writing in English (additional languages are valued and welcome)
- Commitment to a minimum level of effort of 20% per month or 8 hours per week, for Platform related activities
- Demonstrate ability to work in collaboration with the Platform for Community and Civil Society Representatives in ACT-A to ensure that relevant information is shared across the partnerships and to develop strategies that can be implemented collectively as ACT-A evolves.
- Commitment to a high level of advocacy and accountability represented by fostering community engagement systems.

How to apply

In order to be considered, please submit a one page document outlining how you meet the criteria outlined in the Terms of Reference and your daily rate. Applications are due before **17:00 CET on Friday 6 May 2022** to Wim Vandeveldde at wvandeveldde@gnpplus.net copying in Project Lead: Revati Chawla at Rchawla@frontlineaids.org

If you have any questions or would like to discuss, please contact Wim Vandeveldde at wvandeveldde@gnpplus.net or Revati Chawla at Rchawla@frontlineaids.org