

# URGENT ACTION FUND

## FOR WOMEN'S HUMAN RIGHTS

### **About the Organisation:**

The Urgent Action Fund Sister Funds (the SFs) comprise a global federation of four independent funds (Urgent Action Fund – Africa, Urgent Action Fund – Asia and Pacific, Urgent Action Fund – Latin America and Urgent Action Fund for Women's Human Rights) each dedicated to strengthening the resilience and security of women human rights defenders and their organizations and movements. The Sister Funds have a twenty-year track record in the successful provision of rapid response security and protection support to WHRDS, maintaining an average response time of just 24-72 hours and making urgent support accessible via online, secure, simple applications that are available in multiple languages 24/7/365.

The Rapid Response Grantmaking model is a unique funding model that allows urgent and timely financial response to women's rights organisations for strategic, unanticipated and time-urgent interventions that advance women's rights or protect the lives of women human rights defenders who often find themselves targeted for their activism.

The Sister Funds also implement alliance building and advocacy initiatives in collaboration with other human rights organisations including ground-breaking initiatives, research and publications - to deepen understanding on gender dimensions and implications of conflicts and marginalized sexual rights; provide women with tools needed for strategic engagements and policy advocacy and to encourage knowledge and information sharing in critical areas affecting women's rights.

The Sister Funds, together, weave a global network of support to women's human rights struggles everywhere.

### **About the Role:**

The Sister Funds are seeking a Consultant to assist with the design and implementation of a shared learning, monitoring and evaluation (LME) framework and system that will enable the Sister Funds to showcase our collective impact of the rapid response grantmaking model and collaborative efforts across the globe.

The Consultant will also help the LME Working Group (WG) - composed of LME officers from all the Sister Funds - develop a shared and centralized LME system, including the identification and maintenance of a LME database, learning and evaluation questions, tools development, data collection, analysis and evaluation reports.

In partnership with the LME WG, the Consultant will help develop shared practices and protocols for joint data collection and analysis that is linked to our Theory of Change, outcomes and indicators.

[www.urgentactionfund.org](http://www.urgentactionfund.org)

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The consultant will coordinate and work closely with the Sister Funds' LME WG members. The Consultant will work with the LME WG to develop a structured work plan and deliverables for the next four years until 2022. The Consultant will be based remotely and will work virtually with the WG.

### Responsibilities:

1. Assist the Urgent Action Sister Funds in refining a collective theory of change (TOC) for our shared rapid response grantmaking and convening work;
2. Lead and coordinate with the Sisters Funds' LME Working Group on the development of key evaluation and learning questions and topline common outcomes and indicators;
3. Assist in developing and maintaining a database to track progress of key common outcomes and indicators;
4. Coordinate data collection from all the UAFs and maintain the integrity of data;
5. Lead on analyzing data and identifying key trends (with support from the LME WG);
6. In consultation with WG members, write about learnings and impact;
7. Coordinate communications between the UAFs, including coordinating monthly calls or webinars as needed;
8. Work remotely and virtually with a global team.

### Qualifications and experience required:

The Consultant is contracted based on their expertise in monitoring and evaluation, and excellent knowledge of the feminist evaluation approach, as well as other complementary evaluation and learning approaches. Experience in evaluating complex partnerships implemented in multiple countries and knowledge of feminist and women's rights organisations and movements are a plus.

### Skills and Competencies:

- 5-10 years of LME experience; highly preferred previous work with feminist, social change and/or political organisations
- Experience in evaluating complex partnerships implemented in multiple countries
- English and Spanish (required)
- LME database; Google and MS Office Suite; statistical software knowledge and experience
- Data management experience
- Ability to juggle multiple deadlines or tasks
- Ability to work in different time zones and cultural settings; travel as needed

### Duration:

The Consultant will be contracted for an initial duration of 6 months. The project will last until 2022, and future contracts may be negotiated depending on deliverables, performance and

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availability of funds. It is estimated that the deliverables will take approximately 20 hours of work per week. We aim for the engagement to start in March 2019.

### **Location and Reporting:**

The Consultant will be based remotely and will report to Urgent Action Fund, located in Oakland, CA.

### **How to apply:**

Applicants/bidders fulfilling the above-mentioned requirements should submit their detailed CV with a client list, budget with daily rates, and a letter of motivation explaining why they are interested, and how they see their experience may contribute to the UAF Sister Funds' work.

The CV, budget/rates and letter should be send via email to:

**Consultants@urgentactionfund.org** with the **subject line LME Consultant. Bidding Deadline: January 31, 2019.**

We strongly encourage proposals from communities of color, Global South and/or minorities to apply.