



Terms of Reference

Consultancy Service for Developing a Three Year Strategic Plan and Conducting a Baseline Study

1. Introduction

Grow Tanzania Initiative (GTI) is a non-governmental organization registered in 2022 with a focus of improving access to education among school children in Tanzania. The main objective of Grow Tanzania Initiative is to facilitate, develop and maintain a conducive learning environment for children, and improve access to quality education services. In achieving its objective, GTI has been working to facilitate learning and capacity building programmes that equip children with knowledge and practice to enable them to exploit their potential. Further, the organization focuses on three major areas which are; Creating safe and hygienic learning environments (including WASH), promoting nutrition and promoting inclusive and quality education. GTI Programmes work to serve all children including children with disabilities in both primary and secondary schools in Tanzania. Additionally, GTI works in collaboration with multiple stakeholders from the grass-root to national levels to deliver its functions and services through different strategies and approaches. To ensure effective operations and programmes management, GTI is currently seeking a consultant or consultants to undertake two vital projects; 1) Three-Year Strategic Plan (2024-2026) *and* 2) Baseline Study in the Iringa region, in both government primary and secondary schools.

2. Purpose of the Assignment

The main purpose of this assignment is:

- a) To develop a robust three-year strategic plan (2024-2026) which will help to define GTI's future direction while setting a clear framework for monitoring and evaluation.
- b) To assess current status, needs and challenges within GTI's thematic areas through rigorous baseline study. The results from this study are aimed to set the foundation in designing effective interventions that empower school children and enhance their wellbeing.

3. Methods and Approaches

This assignment will use consultative and collaborative approaches. The consultant(s) will consult the GTI Executive Director for guidance and will work closely with the GTI's technical team on the overall direction of the implementation process. In addition, the process will involve gathering information from both primary and secondary data collection sources including structured interviews with the key informants, focus group discussions and desk research for relevant literature.

4. Deliverables

Deliverables for this assignment are as outlined below. Specific tasks will be discussed and agreed during inception meeting(s):

- a) Inception report and action plan;
- b) Clear excel dashboard(s) for raw data and analysis based on agreed action plan;
- c) Baseline study report informed by secondary and primary data;
- d) A comprehensive Three Year Strategic Plan 2026-2028;
- e) Strategic Plan brief for external communications.

5. Timeline

The assignment is expected to be completed by 22nd October 2023.

6. Qualifications for Undertaking the Assignment

- At least five years of experience in conducting similar assignments. Areas of expertise may include strategic planning for private and public entities, research, monitoring and evaluation. Experience in organizational and change management is an added advantage.
- Bachelor degree in economics, social science, public policy and related fields. A masters degree is an asset.
- Experience designing research projects with complex/mixed methodologies.
- Demonstrated knowledge and experience in working with local and international NGOs in advocacy and community development projects.
- Self-starter with superior organization skills who thrives in a deadline driven environment.
- Ability to deal with people of diverse age groups, culture, socio-economic and people with different perspectives.
- Excellent analytical and strategic thinking mindset.
- Great interpersonal skills, organized and teamworking skills.
- Familiar with education, nutrition, WASH and environmental related projects.
- Excellent written and spoken English as well as reporting skills.

7. Application Process

GTI invites qualified consultants to submit their application electronically to admin@gti.or.tz. The application should include a clear proposal detailing how the consultant intends to undertake the assignment; curriculum vitae and budget breakdown in Tanzanian shillings. The deadline for applications is 3rd September, 2023 at 2359hrs.