

Call for Applications: Methodology Expert

Creating a space for the participation of Myanmar's civil society in policy dialogue

EuropeAid/136-680/DD/ACT/MM

In recent years, civil society in Myanmar has gained more operating space and an opportunity to participate in the political evolution of the country. However, the strategic focus and capacity of local Civil Society Organisations (CSOs) to formulate and fulfil their visions is missing, partly as a consequence of pre-set donor narratives for country-based funding (EU Roadmap Consultations, October 2014). The programme "Creating a space for the participation of Myanmar's civil society in policy dialogue" addresses this gap in **Mon, Kayin, Shan States and Mandalay Region** and offers a sustainable solution for enhancing the role of local civil society in public and policy affairs in constructive cooperation with local authorities (LAs). Its overall objective is to mobilise civil society in Myanmar and enhance its participation in formulation and implementation of public policies and programmes. The programme is funded by the European Commission and jointly carried out by People in Need (PIN), Loka Ahlinn (Myanmar) and the European Partnership for Democracy (EPD). The activities will be implemented over 36 months and officially started on 1 January 2016.

The specific objectives of the programme are:

- SO1: To develop the organisational and technical capacity of local CSOs in governance, accountability, financial management and advocacy, thereby enabling them to participate in policy dialogue in a constructive way;
- SO2: To support civil society umbrella organisations and networks in fostering active participation of civil society in national and local governance processes;
- SO3: To enhance the relationship between CSOs, media, regional parliaments and LAs by increasing mutual understanding and strengthening communication channels among them.

In the context of these objectives, the programme intends **to strengthen participation of civil society actors in policy dialogue** and improve relationships with media, regional parliaments and local authorities in order to increase space for civil society to operate in the governance sector.

These results are to be achieved by the implementation of an Operating Model that was developed under the EPD-led INSPIRED programme. INSPIRED (Integrated Support Programme for Inclusive Reform and Democratic Dialogue) was a multi-partner multi-country programme funded by the European Union under the European Instrument for Democracy and Human Rights (EIDHR) and promoted a culture of dialogue and trust by facilitating cooperation between key domestic stakeholders on a collectively identified policy issue.

The respective Operating Model builds on the democratic principles of inclusiveness and participation, which function as its two core values; being both intrinsic and instrumental, they provide the red lines guiding multi-stakeholder dialogue processes and have been streamlined throughout the Operating Model, which is made up of three phases: Collective assessment, Consensus-building and Monitoring and donor alignment. Each phase presents a series of tools and techniques that dialogue hosts and facilitators can use to make policy debate more inclusive and participatory, while keeping it oriented to concrete results. For more details on INSPIRED, please visit [the EPD website](#).

ROLE AND TASKS OF THE METHODOLOGY EXPERT:

The role of the Methodology Expert is key for the success of the project and requires his/her participation at different stages of its implementation. Following the Operating Model of INSPIRED, the Methodology Expert will conduct and partake in:

- A Training Course on multi-stakeholder policy dialogue to prepare project partners (People in Need and Loka Ahlinn) for their role as the dialogue host and facilitator. Based on the INSPIRED methodology, this course will target People in Need and Loka Ahlinn staff responsible for organising and conducting the policy dialogues;
- The supervision of Collective Policy Assessment Workshops (one per target region) that will generate a shared understanding of public problems, related policies as well as legal and administrative practices for CS engagement;
- Monitoring of policy dialogues and input on methodological processes;
- Contributions to the Roadmaps and Recommendations for policy reform from a methodological perspective;
- Contribution to the Final Evaluation Report that will assess the effectiveness, sustainability, efficiency, relevancy and feasibility of the project's outcomes.

Furthermore, the following running tasks are to be fulfilled by the Methodology Expert:

- Contributing to annual reports sent to the European Union delegation to Myanmar;
- Providing advice on policy dialogue based on the needs of the project team.

The contractor can be based in any Member State of the European Union.

The maximum value of this service contract is **EUR 46,260** (EUR 15,420 per year), which must include the expert's fees as well as travel costs (60 working days and 6 visits to Myanmar over the course of the contract).

SKILLS AND QUALIFICATIONS REQUIRED:

- MA in Political Science, Public Administration, Law or Economics (or equivalent academic qualifications);
- Demonstrable knowledge of dialogue facilitation and confidence building;
- Demonstrable familiarity with existing methodologies and good practice in the area of policy dialogue and previous experience in projects involving policy dialogue;
- Demonstrable ability to work and cooperate in a diverse environment and to interact with a multiplicity of actors – NGOs, activists, political actors, institutional actors, policy experts, European institutions, etc.;
- Good knowledge of English, including the ability to draft policy documents;
- At least 7 years of professional experience in the field of Development Cooperation;
- At least 3 years experience in capacity building and capacity development programmes. Experience in the development and implementation of peer-based methodologies for capacity development and institutional strengthening is an asset;
- Proven professional experience in developing methodologies for EC funded programmes is a must;
- Demonstrable understanding of the dynamics of institutional development and a solid knowledge of EU's development cooperation instruments and technical assistance tools is a must.

PROCEDURE AND PRESENTATION OF APPLICATION:

To be considered for the position, candidates and/or companies shall submit an application containing:

- A technical offer outlining how previous working experience is relevant to the main selection criteria for this position, a comprehensive plan for the policy dialogue training course, the methods of support for the policy reform processes, and the outputs to be generated (as well as the indicators and the means for their verification);
- An updated copy of the expert CV in the EU format;
- A financial offer specifying the costs per working day;
- The completed legal entity form for a natural person (see Annex I);
- The completed financial identification form (see Annex II);
- Supporting documents or declarations required by the legislation of their country to certify that they are not in one of the situations of exclusion under paragraph 2.3.3. of the Practical Guide to Contract Procedures for EU External Actions (PRAG).

Applications will be assessed against the required skills, experiences and aptitudes set out above. Qualified candidates are invited to submit their application material by email to edithpierron@epd.eu by **24:00 CET on 6 March 2016**, indicating "Methodology Expert application" in the subject line of the email.