

CALL FOR SERVICES PROCESS DESIGN AND FACILITATION FOR ENoP NEW GOVERNANCE

1. Background

The European Network of Political Foundations (ENoP) is a cooperation structure, serving as a communication and dialogue tool between the European political foundations and the Institutions of the European Union (EU), as well as civil society actors in the fields of democracy support and development cooperation. Furthermore, the network provides services to its members to facilitate their participation in the respective programmes of the EU.

ENoP brings together 55 member foundations from 22 European member-states and the UK. The members are affiliated to six political party families represented in the European Parliament (Renew Europe, EPP, S&D, ECR, Greens/EFA, GUE/NGL), but are independent in their decision-making and financing of international projects.

The activities of political foundations in the fields of democracy support and development cooperation include public campaigning and awareness raising, advocacy work vis-à-vis political institutions and decision makers in their respective home countries, as well as the EU level. The main focus, however, is on the implementation of democracy support and development projects with local partners in more than 100 developing and transition countries throughout the world.

Since March 2019 ENoP is implementing an EU co-funded action grant, called *“Strengthening ENoP as actor in support of democratic and pluralistic societies”*. The current capacity building training takes place in the fringes of this project.

2. Purpose of the Call

In October 2020, ENoP Coordination Board and ENoP Secretariat had Organisational Development Meeting. The meeting focused on smoother cooperation, improvement of processes and finding synergies between Coordination Board and the Secretariat. Beyond that, it explored the roles of the different ENoP bodies, mapping out their roles and value. Members of the Steering Committee have held a Brainstorming session in order to have a reflection on how members see their current and future role in ENoP, in view of the upcoming General Assembly.

As a reflection of this, Task Force was formed, composed of representatives of different party families and bodies. In the process of revision of the ENoP structure Task Force and ENoP Secretariat will look into current mandates and obligations of each body and see how they align with expectations. They will also look into improving internal processes, boost ENoP’s performance, and determine clear role decisions. One of the main tasks will be specifying the mandate of ENoP bodies. Such revisions should be done in a structured way in months to come.

ENoP is therefore looking for an expert to design, facilitate and support of this process in close cooperation with ENoP Secretariat and Task Force.

3. Tasks to be performed

The expert will design, facilitate and support the process for ENoP new governance. The service should include the following elements:

- Design, preparation and facilitation of the meetings and working sessions;
- Interviews and questionnaires for ENoP Secretariat and Task Force;
- Coaching support for interviews (through the process);
- Synthesis;
- Coaching for convergence and presentation to General Assembly;
- Follow-up.

This list is indicative and non-exhaustive.

4. Duration & Location

Estimated time: 25 days (non-consecutively)

Location: online or/and in person (depending on Covid-19 safety measures)

5. Language

The working language is English.

6. Profile and expertise

ENoP is looking for an expert with the following profile:

- Profound experience in designing, conducting and supporting participatory processes;
- Experience in moderation of events and meetings;
- Fluency in English;
- Experience in working both online and in person

7. Remuneration and other compensations

Remuneration: Offer based

8. Award criteria

Best value for money. The evaluation team will place an average weight of 40% to the price component and 60% to experience and content of each offer.

9. Procedure for expression of interest

Experts with the above-mentioned profile are kindly invited to send offer, CV (experience and draft process proposal). The applications shall be sent to aleksandra.starcevic@enop.eu by 31 January 2022.