

Consultancy: Expert for Goal 16 Advocacy Toolkit

The Transparency, Accountability & Participation (TAP) Network is a broad network of CSOs that works to ensure that open, inclusive, accountable and effective governance is at the heart of Post-2015 sustainable development agenda, and that civil society are recognized and mobilized as indispensable partners in the design, implementation of and accountability for sustainable development policies, at all levels.

The TAP Network engages some of the foremost expert organizations on the issues of transparency, accountability and participatory governance. TAP benefits from the invaluable expertise, experiences and unique perspectives of its members, all of whom collaborate on joint work and common positions under the TAP Network umbrella. This work is underpinned by recognition that we maximize reach and influence when many stakeholders speak with a unified voice.

The TAP Network is seeking a consultant to lead the drafting of an advocacy toolkit for civil society organizations around SDG Goal 16. This consultant will work with the TAP Coordinators, TAP Steering Committee, and a wide range of CSOs from within the TAP Network to put this toolkit together. The TAP Steering Committee will have final sign-off of the toolkit, including content, branding, and design.

The toolkit is envisioned to:

- *Provide a brief overview of the issues contained within Goal 16 and around the issues of transparency, accountability and participation;*
- *Provide a comprehensive toolkit providing civil society with the tools, knowledge, and case studies to contextualize and undertake advocacy at the national and local levels to advance Goal 16 implementation and for translating principles and issues into action;*
- *Explore case studies and best practices by CSOs working on these issues at various levels.*

This candidate will be responsible for:

- *Drafting and production of 25-30 page advocacy toolkit on Goal 16 and TAP issues;*
- *Working with TAP Network Coordinators and TAP Steering Committee on content and composition of toolkit and related outreach;*
- *Identifying and liaising with TAP Network organizations in drafting of toolkit, and ensuring an open, inclusive and participatory process for inputs and case studies from TAP organizations, including previous experiences from similar toolkits produced by other organizations.*
- *Coordinating and leading planning of various outreach opportunities, including events, workshops and webinars;*
- *Putting together additional tools and inputs for various outreach opportunities;*
- *Full-time work for a period of 40 working days.*

This candidate must possess the following skills and attributes:

- *Prior experience in producing advocacy toolkits or other capacity building materials on sustainable development issues, particularly at the national level;*
- *In-depth knowledge of Post-2015 Agenda issues and issues related to TAP Network work and SDG Goal 16 on peace and security, governance and effective institutions, corruption, access to information, etc.;*

- *Familiarity with CSO advocacy approaches to Goal 16 issues at the national level*
- *Strong writing and editing skills and ability to translate technical issues into clear and relatable language;*
- *Prior experience in coordinating and facilitating events, workshops and webinars, and liaising with other partner organizations in putting these events together;*
- *Availability for regular calls and meetings with TAP Coordinators and others in New York.*

To apply for this consultancy, please forward your cover letter, CV and relevant writing samples to John Romano (romano@wfuna.org) and Liam Kincaid (kincaid@wfuna.org) by no later than Wednesday, 30 September.