

**Consultant Terms of Reference**

**Facilitator STOPAIDS Away Day**

**Date of contract:** 21st August 2019 (plus required preparation and follow up work, prior to and post 21st August)

**Number of Days:** Up to two days

**Project Aims:**

* Facilitate theory of change review, horizon scanning and future STOPAIDS model opportunities discussion (blue sky thinking) at STOPAIDS away day.
* Support team to understand successes and challenges of current work; emerging advocacy and thematic integration opportunities; and how to situate themselves in the wider global health and international development landscape moving forwards to 2030.
* Provide a write up of sessions facilitated at away day which capture proposals for ways forward and work required to guide the strategy development process further.

**Project Summary:**

STOPAIDS is planning to undertake a one day away day in August 2019 to conduct, among other things, thinking and planning on the future of STOPAIDS’ work. This thinking will help build the foundations of our strategy review process that will take place in ernest in 2020 at the culmination of our 2017 - 2020 strategy implementation. To assist with this we have three sessions in our agenda for the day on (1) conducting a high-level theory of change review (2) undertaking horizon scanning of emerging and upcoming thematic integration areas and (3) understanding what forms the STOPAIDS model could and should be taking in the future - we would like the support of an external facilitator to guide our discussions and help us to come out of the day with a clearer idea of the future of STOPAIDS.

**Outputs:**

Facilitation of three sessions at the STOPAIDS away day (3 and a half hours, excluding a 15 minute break)

A write up of the discussions at the three sessions (approx. 3 pages)

**Payment:**

Payment to be made on receipt of an invoice on or after project completion.

**Expressions of Interest:**

No more than 2 pages outlining your approach and evidence of experience in delivering similar facilitation.

The CV of the consultant and the name of 1 referee can be attached additionally.

Expressions of interest should be e-mailed to Jenny Vaughan, jenny@stopaids.org.uk by 6pm on the 6th August 2018. If you would like to discuss this Terms of Reference before submitting an expression of interest, please contact Jenny Vaughan, Senior Advocacy Advisor at STOPAIDS jenny@stopaids.org.uk.