

Terms of Reference

Robert Bosch Stiftung seeks to contract consultants to facilitate the Strategy Development process for the new topics in its focus area “Active Citizenship”

Background:

The Robert Bosch Stiftung (RBSG) is one of Europe’s largest foundations associated with a private company. It is non-partisan, operational and grant-making. Based on the legacy of its founder, the Robert Bosch Stiftung is active in the areas of Health, Science, Active Citizenship, Education, and International Understanding and Cooperation. For more information, please visit our website at www.bosch-stiftung.de.

In early 2018, RBSG began an extensive review of its strategy and program portfolio. Starting in spring 2020, RBSG’s focus area “**Active Citizenship**” will be comprised of these topics:

Democracy (Demokratie):

We aim to strengthen democratic competence and civic participation. A strong democracy requires politically educated citizens who are able to make up their own minds and are willing to get actively involved.

Immigration Society (Einwanderungsgesellschaft):

Our goal is a good life for all social groups in our increasingly heterogeneous society. We want people with a migrant background to be able to participate in all areas of social life. The potential offered by immigrants can be leveraged in society without making other groups feel disadvantaged.

Between April and September 2020, two newly formed teams will develop respective strategies within these topics – both for grant-making as well as operational activities. RBSG is seeking one or multiple consultant(s) to accompany the development of the strategies through advice on methods and process facilitation. Their work will be complemented by inputs from external experts and third parties with extensive knowledge of the respective topics.

Purpose and scope of work

The consultant(s) will accompany the RBSG strategy development team(s) in developing a systems change approach (incl. a theory of change) for the respective topics/teams by **facilitating a team-led process** with the objective to:

- define and agree on long- and mid-term goals,
- analyze developments within the selected topic areas,
- engage in joint sense-making,
- develop ideas for interventions and pilot projects within the topic areas,
- develop a concept for monitoring, evaluation, accountability and learning along the process
- ensure that the knowledge on strategy development, theory and methods becomes institutionalized in a manner that enables the teams to continue to develop and adjust their strategy beyond the scope of this assignment.

Ideally, consultant(s) will have an understanding of key global developments and debates in at least one of the respective topics.

The consultant(s) will function as a first sounding board for the (interim) results produced by the team(s).

The consultant(s) will offer a combination of face-to-face sessions in Stuttgart and conference or video calls. Moreover, the consultant(s) will be available at regular intervals for questions or feedback via phone or email from the team.

Time frame

The duration of the assignment is 6 months, starting April 1st, 2020. The assignment should be completed within a maximum of 12 consulting days per topic.

The two topics/teams are:

1. Democracy
2. Immigration Society

Qualifications

The consultant(s) shall possess the following minimum qualifications:

- In-depth understanding of Systems Change approaches and Theory of Change development, including the ability to apply key tools, concepts and processes for thinking about, and engaging with, complex systems
- Proven track record and at least 6 years of experience in strategy development for non-profits

- Proven track record in facilitation of strategy development processes
- Ideally, proven expertise and experience working in one or both of the new topics of RBSG: democracy and immigration society.
- Ability to facilitate the process in German and/or English (reading skills in German are mandatory)
- Minimum MA degree or equivalent.

Expression of Interest

Consultant(s) who meet the qualifications, skills and requirements mentioned above should submit an **expression of interest (Eol)** to accompany the strategy development for **one or both indicated topic(s)**. Please specify the topic(s) you are bidding for in the title of your Eol. Both individuals and organizations can submit Eol. The Eol should include the following:

- Curriculum Vitae of the consultant /each person on the consultant's team including credentials from past assignments
- Organizational profile (if relevant)
- Short cover letter incl. your understanding of the assignment and the relevance of your experience to the assignment (max. 1 page)
- Outline of approach and methodology (max. 2 pages)
- Detailed work plan and related budget, assigning number of hours/days per person to each deliverable proposed

Please send your Eol or any questions you may have to Ms. Carolin Wattenberg (carolin.wattenberg@bosch-stiftung.de).

Eol are welcome in English or in German.

Deadline for submitting the Eol: February 29th, 2020