

October 2022

## **VOICE Terms of Reference for a Consultancy**

### **1. Topic**

Design of a new strategy for the VOICE network.

### **2. Summary**

VOICE (the European network of 87 humanitarian NGOs from 19 European countries implementing principled humanitarian aid worldwide) is looking for a consultant to lead the design of a new VOICE Strategy.

### **3. Expected outcomes**

- a) The consultant creates and implements a design process which ensures an inclusive participation by VOICE members and other relevant actors.
- b) The consultant writes a new VOICE strategy in close collaboration with the VOICE Secretariat and Board.

### **4. Timeline**

The consultancy should start in November/December 2022. The timeline for the process will be agreed upon with the VOICE Secretariat.

### **5. Budget**

The consultant should include his/her daily rate and estimated number of hours to complete the consultancy in his/her bid outlining previous relevant experiences.

### **6. Methodology**

Prior to contract signing, the consultant will be asked to submit a work plan with a timeline proposing a methodology in line with these ToR.

### **7. Consultancy bid**

The consultant is invited to send a bid to the VOICE Secretariat ([funding@voicceu.org](mailto:funding@voicceu.org)), including suggested number of hours and daily rate (see point 5) as well as a CV.

### **8. Deadline**

2 November 2022