

Terms of Reference National Consultant Kenya

Assignment Title: Community Network Adviser

Contract duration: 1 year

Start Date: 22.01.2024

End date: 31.12.2024

Duty Station: Home-based

Travels: Local and international travels possible

Background:

ITC's Ethical Fashion Initiative - EFI which operates within the Division of Sustainable and Inclusive Trade, has developed a powerful business model to intervene in this sector. It has all the tools needed to create sustainable value: knowhow to make use of green processes and materials; capacity to generate and manage locally owned product development and production management facilities; Environmental Social and Governance (ESG) due diligence, performance monitoring and reporting systems; and a large portfolio of international and regional trade and investment partners. The elements above form a competitive advantage that is unique among development agencies and at the level of Trade Support Institutions' (TSI) and similar institutions. Furthermore, EFI commands a strong and relevant knowledge of the technical issues of the sector, with a team that is sought-after in the international fashion industry.

The programme through its Environmental ESG ensures respect for human and environmental rights along global value chains that surpass national regulatory mechanisms.

To maximize the output and impact of its presence in Kenya, EFI has enlisted an implementing partner, Artisan Fashion EPZ Ltd. (Artisan Fashion). EFI supports and leverages the fashion value chain in partnership with Artisan Fashion aimed at: developing employment opportunities and economic development for communities across Kenya and the continent. As such EFI is to define and govern the terms of community engagement through the creation of a Community Board and the deployment of a Community Network Manager. This consultant will operate from the EFI community office with links to Artisan Fashion and be guided by the Board's Articles of Association to lead the EFI expansion and the social enterprise's community network.

The Board and Community Network Manager is to support the establishment of community hubs under the overall supervision of EFI. EFI looks at identifying and strengthening the points of the value chain that deliver a shared vision. EFI is to achieve this through identifying three key and interdependent areas for investment. First, a carefully delivered and maintained capacity building program in Kenya's communities. Second, product development and production training at Artisan Fashion to upgrade our operating partner's ability to link the communities with the international market. And third, support for the value chain in the development of the market share to underwrite the immediate and future prospects of our work. EFI's focus is the deliverance of employment opportunities and economic development for the Kenyan creatives. By investing along the value chain, EFI is able to create an immediate and lasting impact in the sector of the creative economy. A robust impact with longevity aimed at growing beyond EFI and into the future independently.

Description of Duties/Responsibilities

Under the overall guidance of the EFI Chief Technical Adviser (CTA), and the direct supervision of the Associate Programme Officer, the consultant will perform the following tasks:

- Guide the capacity building of the product development and production team at the social enterprise;
- Support the Chief Technical Adviser in managing relationships with shareholders of the social enterprise;
- Support, by offering technical assistance, product development and production activities at the social enterprise;
- Coordinate quality control and production processes at the level of community groups and their business articulations.

Deliverables:

- **Output 1:** Monthly report on capacity building at the social enterprise (500 words maximum format to be agreed with the CTA);
- **Output 2:** One annual report on capacity relationship building with shareholders at the social enterprise (1500 words maximum format agreed with the CTA);
- **Output 3:** Monthly report on technical assistance offered to production and product development processes that take place at the social enterprise (500 words maximum format to be agreed with the CTA);
- **Output 4:** Monthly report on coordination of product development and production processes at the level of community groups (500 words maximum format to be agreed with the CTA).

Skills:

- Good analytical skills;
- Capacity to synthesise a large amount of information and complex data;
- Pro-active and initiative-driven behaviour;
- Directing initiatives on ethical supply chain;
- Extensive knowledge in assessing fair labour conditions in community groups;
- Excellent interpersonal, presentation, written and oral communication skills.

Education:

Undergraduate degree (BA/BSC or other).

Degree in communication, community development or related humanities.

Extensive relevant experience may be accepted in lieu of the university degree.

Experience:

10 Years

- Work experience with social enterprises and community groups.
- Experience working in Kenya in the fashion and accessories value chains.
- Experience in identifying issues created by the economical relationships between the social enterprises and the network of community groups;
- Experience in working in the artisan sector;
- Experience with coordinating and leading groups of community group leaders is an added advantage.

Language:

Advanced knowledge of English and Swahili language. Knowledge of the local languages in Kenya is an added advantage.