

Interactive Knowledge Platform Consultant - Terms of Reference



Background

The impacts of climate change and variability are becoming more evident with increased incidences of droughts, cyclones, floods, hailstorms and heat waves. Climate change is one of the biggest threats facing the global economy with developing countries like Zimbabwe being more vulnerable due to their low adaptive capacities, limited climate knowledge and over-reliance on climate sensitive sectors like Agriculture, Water and Forestry. Tackling this climate change challenge requires new ways of thinking, new approaches to development and new partnerships across nations, sectors and societies.

Zimbabwe joined other countries in addressing the climate change challenge. The country signed and ratified the United Nations Framework Convention on Climate Change (UNFCCC) and its Paris Agreement. The institutional framework for climate change management in the country is being strengthened and several dedicated climate-related policies, strategies and action plans have been developed including the National Climate Policy, National Climate Change Response Strategy, Low Emission Development Strategy, National Climate Change Learning Strategy (NCCLS) and the National Adaptation Plan, among many others.

In the Revised Nationally Determined Contribution communicated to UNFCCC, Zimbabwe committed to a conditional 40% emission-reduction target by 2030. This NDC makes progress towards an economy-wide NDC as it includes the Energy, Waste, Industrial Processes and Product Use (IPPU) and the Agriculture, Forestry and Other Land-Use (AFOLU) Sectors. In addition, the revised NDC presents adaptation action in response to the country's high vulnerability to climate change impacts. The Government went on to develop a National Adaptation Plan which aims to enhance the country's capacity to plan, integrate, implement, monitor and evaluate adaptation programmes, projects and activities.

In complementing Government's efforts towards climate change management, the SNV Netherlands Development Organisation, received support from the NDC Partnership Action Fund to implement a project focused on amplifying the role of youth, women, and people with disabilities in implementing Zimbabwe's Revised Nationally Determined Contribution (NDC), National Adaptation Plan (NAP) and other climate-related policies and strategies. The project will support the implementation of climate actions that contribute to Zimbabwe meeting its climate change commitments by 2030, while also addressing gender inequalities exacerbated by climate change.

It is against this background that SNV Netherlands Development Organisation in partnership with the Climate Change Management Department in the Ministry of Environment, Climate and Wildlife seeks the services of an Interactive Knowledge Platform Consultant to provide technical support to youth, women, and people with disabilities in Zimbabwe to roll out the Climate Change Gender Action Plan, NDC, NAP, NCCLS, National Youth Policy, among other key climate-related policies and strategies.

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Scope of Work

The Interactive Knowledge Platform Consultant will be responsible for the following tasks:

1. Assessment and analysis

- Conduct an in-depth assessment of the existing knowledge-sharing mechanisms and platforms related to climate change, with a specific focus on targeting women, youth, and PWDs.
- Identify gaps and challenges in current platforms and propose solutions for addressing them.
- Analyze the needs and preferences of the target audience (women, youth, and PWDs) to inform the design and features of the knowledge-sharing platform.

2. Design and development

- Develop a comprehensive concept note and framework for the knowledge-sharing platform, incorporating the specific requirements of the target audience and aligning with the objectives of NDCs, LEDS, NAP, and GAP implementation.
- Design a user-friendly interface and interactive features to enhance engagement and participation.
- Ensure accessibility and inclusivity for persons with disabilities by incorporating universal design principles.
- Liaise with relevant stakeholders, including government agencies, civil society organizations, and technical experts, to gather inputs and incorporate their feedback during the design and development process.

3. Content Management

- Establish a content management system for the platform, allowing for the regular update and dissemination of relevant information, resources, and best practices.
- Develop guidelines and procedures for content submission, review, and moderation to ensure the accuracy and quality of information shared.
- Coordinate with content contributors and subject matter experts to ensure a diverse range of topics and perspectives are represented on the platform.
- Implement mechanisms to track and analyze platform usage, user behavior, and feedback to continuously improve the content offering.

4. Training and Capacity Building

- Develop training materials and conduct capacity building sessions to familiarize the target audience with the platform's features, functionalities,
- Organise webinars, or interactive sessions to promote knowledge sharing and collaboration among users.
- Provide technical support and assistance to users, addressing any queries or challenges they may encounter while utilising the platform.

5. Sustainability Strategy

- Develop a sustainability strategy for the long-term operation and maintenance of the knowledge-sharing platform.
- Identify potential funding sources, partnership opportunities, and revenue generation models to ensure the platform's financial viability.
- Propose strategies to engage and involve relevant stakeholders in the ongoing management and governance of the platform.

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- Establish mechanisms for monitoring and evaluating the platform's impact and effectiveness in supporting NDCs, LEDS, NAP, and GAP implementation.

Deliverables

The consultant is expected to deliver the following:

- Comprehensive assessment report on existing knowledge-sharing mechanisms and platforms, highlighting gaps and recommendations.
- Concept note and framework for the knowledge-sharing platform, including detailed specifications and functionalities.
- User-friendly and accessible interface design for the platform.
- Content management system for regular updates and dissemination of information, resources, and best practices.
- Training materials and capacity building sessions.
- Sustainability Strategy, including funding options, partnership opportunities, and revenue generation models.
- Monitoring and evaluation framework for assessing the platform's impact and effectiveness.

Timeline

The estimated duration for this consultancy is 3 months with possibility of spreading monitoring days of the platform for 8 months.

Qualifications:

- At least 5 years of experience in developing interactive knowledge-sharing platforms, preferably with a focus on climate change or sustainable development with educational background in Information Management, Knowledge Management or Computer Science
- Demonstrated expertise in user experience design, content management, and accessibility considerations.
- Familiarity with gender-responsive approaches and inclusive design principles for targeting women, youth, and PWDs.
- Knowledge of NDC, LEDS, NAP, and GAP implementation and their intersection with climate change knowledge exchange.
- Strong analytical, communication, and stakeholder engagement skills.
- Proven track record of delivering similar projects on time and within budget.

Submission

Interested candidates should submit a detailed proposal outlining their approach, methodology, timeline, and financial considerations. The proposal should also include CVs, references, and samples of previous work. Submissions should be sent to SNV Netherlands Development Organisation Zimbabweprocurement@snv.org

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Evaluation

Proposals will be evaluated based on the following criteria:

1. Experience and qualifications of the consultant.
2. Clarity and coherence of the proposed methodology and approach.
3. Realistic timeline
4. Demonstrated understanding of gender-responsive and inclusive design principles.
5. Quality and relevance of previous work samples.