

To

Whom It May Concern

From

German Kenyan Cooperative Development
DGRV Kenya
Hardy Post Mall- Ushirika Road
P.O. Box 15658 - 00509
Nairobi - Karen

28th October 2024

Terms of Reference: Facilitator for 90 minutes Online Session

Topic “Strategic Decision Making in Co-operatives”

Background

The FLEP – COOP initiative is a mentorship programme for female co-operative leaders in Kenya with the aim of fostering and encouraging women in leadership functions in co-operatives in Kenya.

The intended impact of this intervention is to accelerate the personal and professional development of female co-operate leaders in Kenya.

Purpose of this assignment

The online session is part of 15 online mentoring sessions of FLEP-COOP. The focus learning areas of the FLEP-COOP Mentees have been established collaboratively through a comprehensive Needs Analysis at the beginning of the program. The facilitator through her/his experience in the Co-operative sector or her/his professional training is to provide expertise in the area of “Strategic Decision-Making Co-operatives”. The 90 minutes online session aims to enhance the following skills:

- Navigation of decision making in Co-operatives,
- Strategic decision making: Meaning and purpose,
- Ways to actively include women in strategic decisions in Co-operatives,
- Influence of gender in decision making processes,

Female contributions to positive strategic change in Co-operatives.

Terms of reference (Scope of service)

The consultant shall provide the following service:

1. Preparation: facilitation, presentation and delivery of a 90-minute online seminar on Strategic Decision Making in Co-operatives to 12 Female participants aged between 22 and 40 years of age who are part of a Female Leaders Mentorship Program for Co-operative and thus active members and leaders in Co-operative organizations with additional 3 observers from the project

2. Tentative date for the online session is 23rd January 2025, please confirm your availability as part of your response
3. The session shall introduce, orient and guide the mentees on:

a) Navigating Decision Making in Cooperatives:

- Understanding the dynamics of decision-making in a cooperative business context.
- Application of strategic thinking in cooperative governance and management.
- Explore tools and frameworks for gender-sensitive decision-making processes.
- Identifying barriers that hinder women from contributing effectively to decision-making.

b) Explore the Strategies of Decision Making:

- Explore how gender dynamics influence strategic decisions.
- Analyze the importance of diverse perspectives in leadership and decision-making.
- Identify the biases and cultural perceptions that may impact women's roles in decision making within cooperatives.
- Explore the differences in decision-making styles between men and women.
- How gender-balanced leadership leads to better decision outcomes.

c) Ways to Women Participation in Decision Making in Cooperatives:

- Examine the current role of women in Kenyan cooperative movement.
 - Discuss how women can contribute to organizational innovation, sustainability, and growth.
 - Explore on ways of creating supportive environments for female leadership and participation
 - Expound on the process of developing policies and interventions to promote inclusivity.
 - Case studies on successful cooperatives led or influenced by women.
4. Language for this assignment is English
 5. Presentation contents are to be handed over to the DGRV Kenya Project as part of the final reporting
 6. Facilitation style needs to be interactive and involving, oriented along the reality of life of the participants, suitable for the Kenyan cultural and socio-economic context
 7. Online meeting with the DGRV Kenya team online to clarify objectives, expectations, and specific needs of the assignment (Tentatively in December 2024)
 8. Tailor the seminar content and facilitation methods according to the brief received by the DGRV Kenya Project Director and submit the same for approval to the client prior to the event.
 9. Prepare a summary report of the assignment including hand over of the seminar presentations and materials to DGRV Kenya.

Time Frame

- The 90 min Online Session is scheduled for 23rd January 2025.
- The online briefing meeting with the DGRV Kenya team is scheduled in early January 2025.
- The summary report shall be submitted to DGRV Kenya in 3 working days after the seminar.



Qualifications

- Deep understanding of gender issues in leadership and organizational development, particularly in the cooperative sector.
- A background in strategic management and leadership
- Strong facilitation skills, particularly in the context of cooperatives.
- Knowledge of the Kenyan cooperative landscape and socio-economic dynamics.
- Ability to inspire and engage with participants.

Partner with us

To offer your support in this mentoring initiative please submit your proposal by 1st December 2024 via email to procurement_kenya@dgrv.coop