

Call for Proposals

Open Peace Portal Project Development Consultancy

Inclusive Peace is looking to engage a short-term project development consultant to guide the conceptual development and fundraising of the Open Peace Portal.

About the Open Peace Portal

The [Open Peace Portal](#) is an interactive, co-created online space for peace process practitioners, policymakers, and researchers. The Portal's core components are:

- 1) Multimedia knowledge hubs on topics related to peacemaking and peacebuilding;
- 2) Interaction areas for practitioners to connect both with each other, and with issue experts and policymakers; and
- 3) Help-desk to provide timely advice and guidance.

The Portal is designed to reflect thematic areas and specific conflict situations. Identified thematic topics to develop into individual thematic hubs so far include civil society and peacebuilding; reconciliation; women and gender in peace processes; and religious actors in peace processes. The Portal is designed to be flexible and to grow as evolving needs dictate. While the portal will be operated by Inclusive Peace, it will be a neutral space, co-designed and co-created by multiple partners, with its own logo and identity.

The Open Peace Portal is currently at the conceptual stage. Work to date has been carried out on the thematic and conceptual basis, design and technical preconditions, and both on the overall structure of the Portal and on the reconciliation thematic hub. This has given rise to a series of visual mock-ups and a concept note, which will be shared with the consultant.

About the consultancy

The project development consultant will support Inclusive Peace in developing a fundable project proposal for the Open Peace Portal, including a process roadmap to launch. The consultant will be hired on a part-time, limited duration contract, and the assignment will end with the completion of the deliverables listed below. All deliverables should be completed by 31 December 2021.

Project Development Goals

At the end of the consultancy, we wish to be equipped to enter a fundraising phase with a full overview of the budgetary and human resources needed for the project. To get there, we have set up the following goals for the consultancy:

- A comprehensive mid- to long-term development roadmap
- Overview of potential portal partners (in terms of design, content, and funding)
- A concept for all three components of the portal visualized in mock-ups
- A clear strategy for how users engage with the content over time
- A generic project proposal

Activities & Deliverables

The activities and their corresponding deliverables are guided by the project development goals. Some of them will be shaped by inputs from the consultant on how to achieve them.

The deliverables in section 1.1 serve to inform the other deliverables, so should be completed in an early stage of the consultancy. The precise timelines and deadlines for all deliverables, as well as the sequencing of deliverables from sections 1.2 - 1.5 will be agreed with the consultant at the start of the consultancy. The activities and deliverables we envision are as follows:

1.1 Activity: Scoping

- Conduct peer/"competitor" analysis of existing projects/platforms
- Mapping of potential off-the-shelf hosting platforms

1.1 Deliverables

- Peer/competitor report
- Results of mapping potential off-the-shelf hosting platforms

1.2 Activity: Concept and mock-ups

- Conceptualize all three of the Portal's components in collaboration with Inclusive Peace & visual designer

1.2 Deliverables

- Visual mock-ups (in collaboration with Inclusive Peace & visual designer)
- Concept narrative

1.3 Activity: Roadmap

- Clarify mid- to long-term development roadmap including:
 - Process for content development and flow
 - Collaboration opportunities with potential partners (design, content, and funding)

1.3 Deliverables

- Mid-term development roadmap (2 years)
- Long-term development roadmap (10 years)
- Mapping of potential partners (design, co-design, content, and funding) and engagement timeline

1.4 Activity: Engagement strategy

- Define successful user engagement
- Create a vision for content engagement on the portal and on social media channels
- Identify potential demands, constraints, and risks that may impact success

1.4 Deliverables

- Demands, constraints, and risks paper
- Content and social media concept and engagement strategy including measurements indicators

1.5 Activity: Project proposal

- Lead writing of generic project proposal to be used primarily for fundraising purposes

1.5 Deliverables

- Generic project proposal

Experience and Qualifications

The ideal candidate has:

- Led similar multi-stakeholder digital product development processes (apps, websites, campaign platforms) including social media strategies.
- A track record of overseeing the development of the end-user experience for these products.
- Experience with establishing and working on platforms with multimedia content and a strong understanding of how this content interacts with users on social media channels.
- Expertise in developing process roadmaps.
- Conceptualized digital product development processes from inception to implementation and monitoring.

- Success in creating concrete steps to operationalize a vision within digital product development processes.
- Experience working with a diverse set of actors within multiple country contexts (strongly preferred but not required).

Submit a proposal

Interested candidates for the consultancy are encouraged to send their expression of interest to jobs@inclusivepeace.org with “Open Peace Portal Consultancy” in the subject headline. Expression of interest should include:

- CV
- Short letter of interest
- Project proposal for the consultancy including milestones, timeframe, daily rate and total fee

We will review project proposals on a rolling basis and no later than 30 June 2021. Please note that only shortlisted candidates will be contacted.