

## Terms of Reference

### Editor for two learning publications on Disability Inclusive Rural Programming

#### Purpose of consultancy

To ensure effective scale up and dissemination of learning, Light for the World is looking for a consultant to support (copy) editing of two learning and knowledge products that document the approaches and lessons learned under the SPARK program.

#### Background on the SPARK Program

The [“Sparking Disability Inclusive Rural Transformation” \(SPARK\) program](#) implemented by Light for the World, International Labour Organisation and Procasur, uses a systemic action learning approach to impact the lives of at least 7,000 persons with disabilities within selected existing IFAD funded programs in Mozambique, Burkina Faso, India and Malawi.

This approach enables persons with disabilities to become fully engaged in the economic activities of selected agricultural and pastoral value chains, increasing their incomes, thus tackling poverty and building on the commitments of SDGs and the CRPD. The project also raises awareness on the potential, aspirations and needs of persons with disabilities to their communities and other stakeholders such as civil society organisations, governments, and private sector actors.

The program approach is formulated as:

- **Putting persons with disabilities in the lead.** By building a sustainable network of Disability Inclusion Facilitators, who support awareness raising of disability within IFAD’s implementing partners and stakeholders, sparking more inclusive projects, and supporting persons with disabilities in accessing support networks and services. Appropriate tools and techniques are developed enabling disability inclusion to be integrated into existing projects and built into new projects.
- **Promoting disability inclusion as an integral part of IFAD project design and implementation.** SPARK supports IFAD’s understanding and capacities on including persons with disabilities throughout the project cycle. This includes capacity on disability inclusion at the level of program management and staff, partners and stakeholders, budgeting for disability inclusion and inclusive monitoring, evaluation and learning frameworks.
- **Facilitating innovation labs and co-creation spaces.** We strive to create and share learning regarding best practices in ensuring disability inclusion as well as providing proven best practice, tools and approaches and methodologies. The prototyping of enabling equipment and technologies will be carried out, preparing and sharing designs so that the production of tools can be scaled up in multiple locations.
- **Creating an enabling environment for the social and economic inclusion of persons with disabilities.** SPARK builds the capacity of

relevant representative bodies, such as Organisations of Persons of Disabilities (OPDs), farmers and enterprises association and cooperatives, women’s organisations, indigenous peoples’ organisations, and youth associations and networks, to understand the needs of persons with disabilities and to advocate for change, developing policy briefs and recommendations.

- **Coordination, monitoring and evaluation, communication and knowledge management.** We use an adaptive management approach within the frame of strong coordination and accountability between the partners and project stakeholders. We promote action learning, document the stories of change and lessons learned along the way. Through learning exchanges, dissemination of knowledge and a help desk, more IFAD projects can be engaged.

### Scope of Work

Under the SPARK Program, two learning pieces will be published with the aim to provide tools and resources to translate knowledge on disability inclusion to a wider audience and open opportunities for further scale up. To do this, we require a consultant who has the technical skills to support the main authors with editing and/or copy-editing of publications focused on disability inclusion with experience to translate complex topics to everyday language that can be used by people of different backgrounds. We expect the consultant to support the development of the following learning products:

|                   |   |
|-------------------|---|
| Publication title | <b>Practitioners guide: Disability Inclusive Value Chain Assessment.</b>  |
| Description       | The publication describes a step-by-step process of conducting a Disability Inclusive Value Chain Assessment. It will include examples of assessments conducted in 5 value chains in Malawi and Burkina Faso.   |
| Number of pages   | 50  |
| Table of contents | <ol style="list-style-type: none"> <li>1. Introduction</li> <li>2. Disability Inclusion in programming</li> <li>3. Disability Inclusion in agricultural value chains</li> <li>4. Conducting a Disability Inclusive Value Chain Assessment: A Step-by-Step Guide</li> <li>5. Conclusion: What we learned from using the DIVCAT methodology</li> <li>6. References</li> </ol> <p>Case studies:</p> <ul style="list-style-type: none"> <li>• Malawi – disability inclusion in apiculture</li> <li>• Malawi – disability inclusion in the dairy value chain</li> <li>• Burkina Faso – disability inclusion in Non-Timber Forest Products (NTFP)</li> <li>• Burkina Faso – disability inclusion in the rice value chain</li> <li>• Burkina Faso – disability inclusion in the cow pea value chain</li> </ul> |

|                          |  |
|--------------------------|--|
| <b>Publication title</b> | <b>AgriLab – Sparking change. Experiences from the ground.</b>   |
| Description              | Summarized process of the AgriLab training methodology with historical experiences from Indonesia and Cambodia implemented by the Cambodian NGO PAFID. Through three case studies, narrate the experience of the Training of Trainers on the AgriLab methodology in Mozambique and its roll-out of within the SPARK programme in Burkina Faso, Malawi and Mozambique.  |
| Number of pages          | 28   |
| Table of contents        | <ol style="list-style-type: none"> <li>1. Introduction</li> <li>2. The AgriLab process</li> <li>3. Previous experiences with AgriLab in Indonesia and Cambodia</li> <li>4. Case studies of the AgriLab in SPARK: <ul style="list-style-type: none"> <li>• Burkina Faso</li> <li>• Malawi</li> <li>• Mozambique</li> </ul> </li> <li>5. Conclusion: What we learned from using AgriLab in SPARK</li> <li>6. References</li> </ol> |

## Deliverables

We expect the following deliverables:

| <b>Deliverable</b>  | <b>Role of the consultant</b>   | <b>Level of effort</b> |
|---|---|------------------------|
| <b>Practitioners guide: Disability Inclusive Value Chain Assessment</b>   |   |                        |
| Development of user-friendly Disability Inclusive Value Chain Development guidelines                                | Editing and copy-editing of content provided by the internal Light for the World expert on the topic, drafted from DI Value Chain Development guiding notes and presentations and an online reflection meeting with representatives from the 3 countries engaged in the DIVCAT and consortium partners. | 5 days                 |
| Development of five case studies of Disability Inclusive Value Chain Development                                    | Drafting, editing, and copy-editing of five case studies based on available reports from Malawi and Burkina Faso  | 5 days                 |
| <b>AgriLab – Sparking change. Experiences from the ground.</b>  |   |                        |
| Development of a learning publication on the AgriLab methodology and its application as part of the SPARK programme | Editing and copy-editing of content provided by the internal Light for the World expert on the topic, drafted from available manuals and reports.   | 5 days                 |

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|------------------------------|--|----------------|
| <b>Total Level of Effort</b> |  | <b>15 days</b> |
|------------------------------|--|----------------|

### Time frame

June 2024 to August 2024, with the main level of effort expected for July and August 2024.

### Experience, skills, and languages

#### Experience:

- Experience in writing knowledge products (learning briefs, guidelines, case studies or similar) as author, co-author or editor on topics related to disability inclusion, agricultural value chains and/or human-centred design approaches in the international development context
- Experience in transforming technical reports and raw data into high-quality knowledge and learning products
- Experience to translate complex topics to everyday language that can be used by people of different backgrounds

#### Skills:

- Excellent English writing skills
- Excellent interpersonal, collaborative, and communication skills
- Ability and experience to work in international settings with staff from various geographical regions

#### Other Languages:

- Required: Excellent English skills
- Desirable: French and/or Portuguese

### Location

Location Off site: home-based. No travel included.

### Remuneration and budget

To be discussed based on experience.

Contract duration: 15 days within 2-3 months

### How to apply

Please send your CV, motivational letter, proof of previous work and daily fee to Tourneux, Gwen - g.tourneux@light-for-the-world.orgis call for consultants is **5 May 2024**.

We are an Equal Opportunity Contractor and place a high value on diversity and inclusion in our organization. We welcome and encourage applications from all people regardless of national origin, gender, religion, age, sexual orientation or gender identity, and we very much welcome applications from people with disabilities.