



Strategic Planning - Consultant

Expected Start Date: 16 September 2024

Location: Bekaa Area

Duration: 15 Working Days in Total (Starting 16 September 2024 until 31 December 2024)

1. Introduction:

Association Nabad for Development is a non-governmental, non-profit humanitarian organization founded in 2013 under declaration No. 1589. Nabad focuses on achieving sustainable development, by raising awareness, empowering individuals and groups, building capacities, and reducing poverty in local communities, in addition to promoting social stability and peacebuilding. Nabad takes the Universal Declaration of Human Rights as a pillar of its work, ensuring that everyone enjoys freedom, equality, and dignity. Among the domains that the organization has experience working in include alleviation of poverty and conflicts, raising public awareness on democracy and human rights, empowerment of youth and women, and promotion of social stability and peacebuilding. The Organization's scope of operation covers the entire area of Bekaa, Beirut, South, and Mount Lebanon in all of its religious and confessional diversity, cultures, affiliations, economies, and communities.

2. Purpose of the Consultancy

The Strategic Planning - Consultant's is responsible for reviewing Nabad's overall strategy, update, and align it with the current context.

3. Key Responsibilities:

The duties of the Consultant will include but not limited to:

- Review the vision and mission based on NABAD mandate.
- Conducting Literature Review
- This process will commence with an extensive literature review to gather and analyze existing research and relevant data, which will form the foundation for the consultancy.
- Following this, the inception phase will involve a series of Key Informant Interviews (KIIs) internally and externally to gain critical insights and perspectives. These interviews will be complemented by strategic meetings with sector leads and other relevant stakeholders to ensure a holistic understanding of the context and challenges.
- Undertake stakeholder mapping and analysis.
- Undertake a situation analysis of NABAD operations to date.



- Through a consultative process and application of an appropriate tool of analysis, identify focus areas and develop strategic objectives and key result areas for the above mentioned points.
- Plan and facilitate workshop/s to prioritize strategic directions.
- Propose a strategy for achieving the strategic objectives and key results.
- Develop a results and resources framework for the plan period.
- Finalize strategic plan and submit to NABAD.
- Provide NABAD with the tools to be able to review their strategy on annual basis.
- Link plan to M&E and communications strategic plans.

4. Deliverables:

- Strategic plan including a results and resources framework, values, goals, objectives, thematic areas, pathways to achieve the goals and objectives of Nabad Organization.
- Updated and reviewed institution profile including the mission and vision.
- Tools for NABAD to be able to conduct internal strategic reviews.

Institutional Arrangement:

- The Strategic Plan Consultant will be working under the direction and supervision of NABAD Executive Director.

5. Qualifications and Skills:

- Master's degree in a related field in the area of planning, public policy, community participation, social work, development studies or any other related field.
- 5-10 years of experience in strategic planning and management.
- Experience in working in organizational development understanding gender, social and disability including issues.
- Deep experience of the local culture, and context, challenges and opportunities that inform strategic planning.
- Knowledge in use of computer software packages for word-processing, excel, power point and internet.
- Being proactive, organized, responsible and having the proven ability to work well with a team.
- Excellent communication skills, teamwork, facilitation skills, hardworking, works well under pressure and flexibility.



- Fluent in Arabic and English.

6. Confidentiality:

The Strategic Planning - Consultant is required to maintain strict confidentiality regarding any sensitive or listed information obtained during the setting or implementing of the organization's strategy. Both parties are expected to adhere to these terms, and any modifications or updates must be agreed upon in writing.

7. Timeline:

The deliverables are expected to be submitted by 20 December, 2024.

8. How to Apply:

Send CV, Technical and Financial proposals to Procurement@nabadassociation.org by COB September 15 2024.