

**Supporting Community Peacebuilders to Promote Reconciliation in****Hirshabelle and Galmudug States, Somalia****Call for Applications****Terms of Reference for IPNs Coordinator, Hirshabelle and Galmudug, Somalia  
(Contract for Consulting Services)****1. Consultancy Description**

The consultant will work as a Somalia-based coordinator for the Berghof Foundation-supported Insider Peacebuilders Network (hereinafter “IPN”) within the framework of the project “Supporting Community Peacebuilders to Promote Reconciliation in Hirshabelle and Galmudug States, Somalia” funded by the Norwegian Ministry of Foreign Affairs. This project is part of a larger Somalia programming, currently made up of 4 ongoing projects in Hirshabelle, Galmudug and South-West states. Subject to capacity and active projects, the IPN Coordinator may be required to undertake additional tasks and obligations in support of the implementation and coordination of the Berghof Foundation's overall programming in Somalia.

**2. Project**

Since 2015, the Berghof Foundation has supported community representatives in Galmudug and Hirshabelle states in their efforts to build peace by creating a network of insider peacebuilders who have the skills and experience to encourage dialogue and reconciliation in their communities. The programming focuses on increasing the knowledge and developing the capacity of the IPN members on climate security and environmental peacebuilding and working closely with local communities in conflict hotspots that are severely affected by climate change.

Over the next one and half years (to the end of 2026), the project will focus on supporting and empowering local peacebuilders in their efforts to address conflict and support reconciliation in Galmudug and Hirshabelle States.

**3. Location**

The project is focused on Galmudug and Hirshabelle States. The specification of the target locations for activities, as well as the make-up of participants and the design of the project activities will be determined according to the project workplan, the needs of the community, and the political, social, security, ecological and economic situation in both states and greater Somalia. The successful candidate must be willing to travel to different locations within Galmudug and Hirshabelle states and to Mogadishu, as long as the security situation allows this.

**4. Main Tasks and Responsibilities**

In close coordination with the Mogadishu and Berlin-based Berghof Foundation teams, the IPN coordinator’s tasks may include but are not limited to:

- Collecting and shaping impact stories from IPN members in Galmudug and Hirshabelle states;

- Coordinating and supporting IPN members to organize their independent activities (meetings, consultations, community workshops, community gatherings, trainings, etc.)
- Providing administrative support to the activities of the IPN members (accounting, technical/financial reporting, etc.);
- Supporting team members and IPN members to follow up on the MEL components of the project;
- Remaining well informed about the political situation in Galmudug and Hirshabelle states and Somalia generally, and to inform the Berghof team about the most significant issues and current developments that may have an impact on the programming.
- Where needed, give timely recommendations for necessary changes in the implementation of the independent IPN activities;
- Coordinate closely with Berghof Foundation team members in Berlin and Somalia and maintain good relationships with all other programming and consortium partners.

In addition, the Berghof Foundation reserves the right to request deliverables not explicitly mentioned in the above list of tasks, but related to the scope of the present framework service contract.

## **5. Scope of the Service Contract**

The consultant is expected to be based in either Mogadishu, Galmudug or Hirshabelle states and willing to travel to said locations on a frequent basis. Regional travel and international travel (Berlin) may also be required; the consultant must possess a valid passport. The contract is intended as a fixed term position starting August 2025 until 31 December 2025 (with possibility of extension), for a total of 22 working days per month (equivalent full-time position).

## **6. Supervision and Reporting**

The successful candidate will report to the Head of the sub-Saharan Africa Unit based in Berlin and be supervised by the Senior Programme Coordinator based in Mogadishu. The consultant will work in coordination with the Berlin and Somalia-based staff.

## **7. Qualifications**

Applicants shall demonstrate that they fulfil the following criteria (to be assessed on the basis of all supporting documents listed in Section 9):

- Diploma in management or a related field. Equivalent practical experience may also be considered.
- Relevant work experience in peacebuilding/development projects with and with a thematic focus on dialogue, mediation or reconciliation processes.
- An understanding of climate and environmental security risks in Somalia is required;
- Experience and knowledge working in Galmudug and Hirshabelle states, including the political, social, conflict and environmental situation in the state;
- Knowledge and regional experience in Somalia; contacts and experience with government actors in Galmudug and Hirshabelle states is considered a plus;
- Strong organisational, management and communication skills; facilitation skill is a plus;
- Excellent verbal and written language skills in English and Somali are essential;

- Good networking skills with the ability to engage with a range of stakeholders.

Applicants should bring the following additional skills:

- Strong ability to work as part of a team as well as independently;
- Ability to work with a broad range of peacebuilding, political, environmental and security actors;
- Ability to work under pressure;
- Curiosity, passion, and perseverance;
- Experience working with German organisations, Berghof Foundation in particular, is an advantage.

## 8. Excluding and Awarding Criteria

### Excluding criteria:

- Not being able and willing to work in Somalia;
- Insufficient *multipartiality*<sup>1</sup>;
- Insufficient expertise and experience in climate and environmental issues and trends in Somalia;
- Insufficient language skills.

### Awarding criteria

- The independent service contract will be awarded based on a weighted criteria list comprised of quality and economic factors. The quality of the tender will be evaluated based on the following criteria (80%):

	Quality Assessment	Points (max.)	Weighting of points	Maximum Points
	<b>80%</b>			
1	Previous work in/on Somalia; <sup>2</sup>	5	3	15 (25%)
2	Previous work experience in projects/processes with a thematic focus on dialogue, mediation, reconciliation and/or climate security; <sup>3</sup>	5	2	10 (15%)
3	Quality and kind (Contextual knowledge, networks, conceptual knowledge,) <sup>4</sup>	5	3	15 (25%)
4	Additional skills (organisational, management) <sup>5</sup>	5	2	10 (15%)
	<b>Total</b>			<b>50 (80%)</b>

- The weight of the financial offer is 20%, which corresponds to 12.5 points (5 points maximum; with a weighing of 2.5). The offer with the lowest price will receive the maximum number of points. The subsequent bidders will each receive a deduction on the maximum

<sup>1</sup> Will be assessed based on a final interview and background checks with our Somali partners. For an overview of the concept of *multipartiality*, see: <https://www.berghof-foundation.org/en/featured-topics/multipartiality/>

<sup>2</sup> Less than 3 years' experience: 3 points; 3 to 8 years' experience: 4 points; more than 8 years' experience: 5 points.

<sup>3</sup> Dialogue: 2 points; mediation: 1 point; work on reconciliation: 1 points; climate security: 1 point.

<sup>4</sup> Contextual knowledge: 2 points; networks: 2 points; conceptual knowledge: 1 point.

<sup>5</sup> Management: 2 points; facilitation: 1 point; communication: 2 points

number of points, which corresponds to the percentage deviation of the total price of their bid from the lowest bidder.

- Tenderers are requested to specify a daily rate in USD (in Annex II).
- The Berghof Foundation will reject tenders in which no financial offers are proposed.

## **9. Application Procedures**

The evaluation will be based on the information provided in the submitted tender and a subsequent personal interview. Interviews will be held with the three most eligible candidates. The overall evaluation involves the following:

1. Verification of the validity of tenders based on the exclusion criteria;
2. Selection of the top three tenderers on the basis of the selection criteria;
3. Evaluation of tenders on the basis of the quality assessment criteria;
4. Triangulation of evaluation based on personal interviews.

The Consultant must submit the following documents in English to Ms. Victoria Cochrane at [somalia@berghof-foundation.org](mailto:somalia@berghof-foundation.org) by **5pm CET, 28.07.2025**:

- A cover letter;
- A detailed CV including a track record of previous experiences and professional capacity.
- Diplomas & certificates.
- A suggested daily rate in USD

For more information, please write to [b.aslanov@berghof-foundation.org](mailto:b.aslanov@berghof-foundation.org). Questions regarding the tender will be answered until 22.06.2025.

## **10. Annexes**

Annex I: Model of the Service Contract

Annex II: Tender Application