

Terms of Reference: Consultancy to develop a best-practice training toolkit for community-based mobilisers for mobilisation on Sexual and Reproductive Health and Rights

Background

MSI Reproductive Choices (MSI) is a non-profit, non-government organization (NGO), specialising in the delivery of high quality sexual and reproductive health and family planning services (SRH/FP). MSI globally works in 38 countries, empowering millions of women, girls and their families across the world to make informed decisions about their reproductive health so they can fulfil their economic, social and political potential. In 2021, 34.3 million women and their partners around the world were using contraception provided by MSI.

The **FCDO-funded WISH2 Programme** aims to increase access to sexual and reproductive health rights and services across 13 countries:

- West and Central Africa (Chad, DRC, Mali, Mauritania, Niger and Senegal): WACA Lot led by MSI Reproductive Choices, with consortium members Ipas, Options, Sightsavers International, RAES, WILDAF-AO
- Eastern and Southern Africa (Burundi, Ethiopia, Madagascar, Somalia, South Sudan, Sudan, and Zambia): ESA Lot led by the International Planned Parenthood Federation, with consortium members International Rescue Committee, Options, Ipas, Johns Hopkins University Centre for Communication Programmes

The 3 main outputs of the project are as follows:

1. Information, attitudes and social norms - Individuals have increased knowledge, capacity and community support to make informed SRHR decisions and recognize and advocate for their SRH rights
2. Sustainable, inclusive access to integrated SRHR services - Access to quality, voluntary FP and other SRH services, eliminating barriers for young and marginalised women, the poorest and those with disabilities including in fragile and conflict affected areas
3. SRHR Policy environment - Improved policies and legal framework to support gender equality, effective government financing, commodity security and SRHR service capacity

These outputs are accompanied by a learning agenda. In support of project output 1, **MSI is seeking a consultant to support the development of a modular, adaptable training package for community-based mobilisers (CBMs) working on sexual and reproductive health and rights (SRHR)**. This toolkit will be a resource for implementers of SRHR programming, both within WISH2 and across the broader sector, to strengthen the capacity of CBMs of all profiles to deliver effective social and behaviour change interventions that expand access to family planning. Based on refining following phase 1 of the consultancy, the current concept includes modules covering key areas of knowledge (e.g. contraception, reproductive health), core skills (e.g. interpersonal communication), audience-specific considerations (e.g. working with adolescents, engaging men), and cross-cutting themes (e.g. disability inclusion, gender-based violence).

The toolkit will build on MSI's existing training packages, partner materials, and a review of sector best practices and examples. It will aim to consolidate and refine existing resources into a coherent, adaptable format. A strong emphasis will be placed on local adaptation and collaboration with government stakeholders, for example, guidance on framing FP in restrictive contexts and strategies for ensuring sustainability of training efforts.

The consultant will be expected to engage with ESA- and WACA consortium partners, including country programmes, throughout the development process to ensure the toolkit reflects diverse contexts and needs. Once finalised, the toolkit will be made publicly available via the soon-to-be-launched WISH2 Learning Hub.

Deliverable

The key deliverable of the consultancy is a best-practice, modular training package for CBMs that can be adapted for different contexts and environments.

Based on an initial assessment and gaps identified, the training package should have the following key features:

- 1. Modular structure**
 - Designed as a set of standalone modules that can be combined or adapted based on context, mobiliser profile, and available training time.
- 2. Guided facilitation tools**
 - Detailed and timed facilitation guides should be provided for each module to ensure strong understanding of the format and flow.
- 3. Participatory structure**
 - Modules should be designed using participatory and adult learning techniques
 - Where appropriate, visual guides (e.g. slide deck) can be used but should not be the norm for all modules
- 4. Comprehensive coverage**
 - Modules should span key knowledge areas, skills, audience-specific considerations, and cross-cutting themes relevant to SRHR mobilisation
- 5. Adaptability**
 - Content should be easily tailored to different mobiliser profiles (e.g. Salaried mobilisers, CHWs, peer educators).
 - Flexibility to adjust or add locally relevant content based on local context, language, and cultural sensitivities.
 - Flexible to include participation from local partners as appropriate and/or government staff
- 6. Co-designed and based on needs**
 - Incorporates inputs from WISH2 partners and country programmes
- 7. Evidence-informed**
 - Draws on existing best-practice sector materials and examples of effective CBM training.
- 8. Open-access and sector-wide utility**
 - Designed for use beyond WISH2, by any SRHR implementer.
- 9. Neutral presentation**
 - Organised content only—no design, branding, or formatting work required at this stage.
 - Ready for future adaptation into different formats (e.g. Print, digital, interactive).
- 10. Guided adaptation**
 - The toolkit should include a guidance section to help with adaptation
 - This should include guidance on working with government stakeholders to get government buy-in for content to ensure wider use and sustainability

The consultant is encouraged to suggest further improvements following the phase 1 needs assessment.

The consultancy will be divided into 2 phases:

Phase 1 (before end of December 2025): Needs Assessment and Training Module Mapping

The objective of Phase 1 is to conduct a light-touch needs assessment to inform the structure and content of a modular training package. This phase will involve consultations with key stakeholders across WISH2 ESA and WACA Lots (informal interviews and/or survey). The consultant will be responsible for proposing an appropriate methodology for completing this. Guiding questions for stakeholder engagement may include:

- What training materials are currently used for CBMs, and how effective are they? How often does training occur and for what purposes?
- What are the most common challenges CBMs face in delivering SRHR messages?
- What topics or skills do CBMs feel least confident about?
- What formats or delivery methods are most feasible, accessible and sustainable?

Deliverables for Phase 1:

- A summary of findings from stakeholder consultations
- A recommended list of training modules, informed by both stakeholder input and consultant expertise. This should include a brief description of the content it would cover as well as the intended learning outcomes or objectives.

Phase 2 (Q1 2026): Training package development

Following review and agreement on the proposed module structure, Phase 2 will focus on collating and organising content into a modular training package. This phase prioritises content development, no design, branding, or formatting work is required at this stage. Based on the recommendations from Phase 1, the consultant will:

- Source and curate relevant content from MSI, partners, and sector resources
- Organise materials into clearly defined modules
- Throughout, ensure content is adaptable for different country contexts and CBM profiles/needs; highlight opportunities for localisation and government collaboration within each module.

Deliverables for Phase 2:

- A draft modular training package, structured by agreed modules
- Annotated content for each module, including source references and notes on adaptation
- Recommendations for next steps, including peer review, localisation, and future design/formatting

Deliverables

The consultant will be required to produce the following deliverables:

1. Workplan with budget and timings.
2. Summary report of Phase 1 findings and recommendations, including proposed training package modules
3. Draft training package (in English) with modules including:
 - Overview of each module, learning objectives, session structure for each module and advice on adaptation for different audiences
 - Adaptable slide deck: the core content for the module and optional/tailored elements; with instructions on participatory exercises

Consultant profile

The consultant must be pro-choice, committed to an individual's right to control their own fertility, and able to respectfully navigate differing opinions and cultures.

Qualifications:

- Postgraduate degree in relevant area, **or** equivalent professional experience.

Experience:

- Significant experience working in the project regions on SBCC and/or participatory training
- Expertise in sector best practices in CBM training, particularly in relation to social and behaviour change, FP access, and inclusive programming
- Demonstrated skills and experience in designing and delivering participatory training packages
- Knowledge of family planning, sexual and reproductive health and the community mobilisation landscape

Skills:

- Excellent oral and written communication in English – French highly desirable
- Ability to drive project forward with collaborating teams juggling multiple other priorities.

Remuneration

The maximum budget available for this consultancy is £15,000 (£5000 for phase 1, £10,000 for phase 2). This should cover all costs associated with delivering the consultancy. Consultants should provide a budget breakdown in their proposal, detailing how they will deliver on this project within this budget.

Applications

Applications should include:

1. A short response (max 5-pages) to the approach proposed in this ToR, including a top-level workplan with timings and budget breakdown.
2. A capacity statement outlining the candidate's fit for the consultancy, in line with the profile described above.
3. An up-to-date CV.

MSI invites qualified consultants to **submit applications by midnight (GMT) on Wednesday 12 November.**

Completed applications should be sent by email to Olivia Vandeputte, WISH2 Output 1 Lead, olivia.vandeputte@msichoices.org.