The Aga Khan Foundation (AKF) is an agency of the Aga Khan Development Network (AKDN), a group of international, private, non-denominational development agencies working to improve living conditions and opportunities for people in some of the poorest parts of the developing world. The Network’s organizations have individual mandates that range from the fields of health and education to architecture, rural development and promotion of private-sector enterprise and institutions that seek to empower communities and individuals, usually in disadvantaged circumstances, to improve living conditions and opportunities.

1. Background

In the last decade, the Government of Afghanistan has increasingly focused on strengthening the capacities of Sub-National Governance actors in its overall bid to improve public service delivery. Despite clear gains, SNG actors are still grappling to deliver public services that are responsive to the needs and aspirations of the citizens. SNG actors are often paralyzed with resource constraints limiting their ability to provide effective public services and deliver on the popular expectation of citizens in Afghanistan. The established mechanism of delivering public services is further challenged by systemic deficit, constraining the flow and reach out of services, especially to remote and inaccessible areas. AKF-A has been implementing wide range of projects aimed at capacity building of SNG structures in order to mainstream good governance practices, and enable them further to expand the scale and scope of citizen-centric public services.

In our endeavor to expand the engagement with SNG actors, AKF-A has designed and secured the ACCESS Initiative, a three year GBP 4.9million sub-national governance project in six provinces of Northern and Central Afghanistan: Bamyan, Parwan, Baghlan, Samangan, Badakhshan, and Takhar. The project will build the capacity of SNG actors to deliver inclusive, improved, citizen-centered public services aligned with the Citizens’ Charter, and support learning and innovation to the national SNG taskforce in the development of policy and reforms in line with the ANPDF. This will be achieved through: (1) Equipping sub-national government actors with the skills and tools required to institutionalize good governance best practices in delivery of public services, (2) Strengthening community engagement in citizen-centered good governance best practices in delivery of public services, and (3) Supporting innovation in citizen-centered public service delivery to guide national policy.
Under ACCESS, AKF aims to hire the services of a trainer to provide Participatory planning and budgeting training to the staffs of provincial line departments in Badakhshan and Baghlan province.

Activity 1.1.2: Training on participatory planning and budgeting for the staffs of Provincial line departments

2. Main Duties and Responsibilities

In consultation with AKF regional staff (CSG Manager/SNG coordinator or officer):

- Prepare training manuals on participatory planning and budgeting and other training materials such as training schedule, presentations, tool for pre and post evaluation of training, training methodology, approach etc.
- Provide six days training (Three days each province) for staff of provincial line department on participatory planning and budgeting in Badakhshan and Baghlan province. The focus should be on theoretical discussion as well as practical exercise with the participants on how to develop a decent plan and budget.
- Prepare and submit a comprehensive training report that includes the training objective, process, Training pre and post evaluation result, tools and methodology used, main observations, learnings and recommendation, participants’ registration form, training photos etc.

3. Qualifications Required:

- Masters or equivalent in planning and budgeting studies or relevant subject from a reputed university;
- At least a 5 years of experience working in governance sector and trainings facilitation;
- Past experiences of working with Government department in Afghanistan is desirable;
- Fluency in spoken written English and Dari/Farsi and proven ability in producing high quality documents in both language;
- Ability to travel to the regions

4. Key deliverables:

- Develop training manual on participatory planning and budgeting training
- Prepare and submit training presentations, tools for training pre and post evaluation, training methodology and processes.
- Conduct three days training for each region (3 days for Badakhshan and 3 days for Baghlan)
- Prepare and distribute training certificate for the participants
- Prepare and submit training report with elaboration about the training objectives, processes, training pre and post evaluation result, tools and methodology used, main observations, learnings and recommendation, participants’ registration form, training photos etc.
5. Reporting line
Directly reporting to SNG manager with a parallel reporting to SNG coordinators in Baghlan and Badakhshan, Afghanistan.

6. Work location(s)
Faizabad/Badakhshan and (Pull-e-Khumri) Baghlan province

7. Training participants
The training participants will be the Director and one or two representatives from each line department. The focused line departments in each province are the Department of women affairs (DoWA), Department of Education (DoEd), Department of Public Health (DoPH), Rural Rehabilitation Department (RRD), Department of Agriculture, Irrigation and livestock (DAIL) and Department of Economics (DoE)

Tentatively there will be 20-25 participants for each training.

8. Budget source
ACCESS/DFID42/Kabul

9. Terms of Payment:
The payment would be made to Consultant by AKF (Afg), after successful completing of deliverables and approval of SNG Manager in one installment. The payment would be transferred to the bank account of trainer, upon submission of relevant information about the bank account.

10. Terms and Conditions:
AKF is responsible for
- Conduct three days training for each province (Badakhshan and Baghlan and take care of participants’ lunch, refreshment, and stationary, participant’s attendance to the training and training venue.
- On-time payments to Consultant
- Organizing local transport (within the city), food and accommodation for the trainer.
- AKF has the right to terminate the contract if its feedback or terms and references mentioned in the contract not being followed by the trainer.

11. Note:
Interested applicants should submit their application along with trainer CV and a technical and financial proposal explaining their training methodology, outline, cost (trainer fee, training and materials development and travel cost) and the training manual for AKF (Afg) no later than given dateline.
12. Application
Individuals/organizations interested in leading this consultancy must submit their CVs/fact sheets and a technical and cost proposal through electronic mail by COB July 01 2019 to jobs.afghanistan@akdn.org

13. Important Notes:

Please quote the Vacancy Number as the Subject of the e-mail when sending your application. Supporting documents, e.g. diplomas, recommendation letters, identification card(s) etc., are not required at this stage, therefore not to be sent along with the application.

Only short listed candidates will be contacted for further assessment.

Female candidates are encouraged to apply. Aga Khan Foundation Afghanistan recruitment and selection procedures reflect our commitment to equal opportunity, safe guarding of children from abuse and zero tolerance to sexual-harassment.
Your details and information shared on this advertisement shall remain confidential.