

CALL FOR PROPOSALS

Civic Freedom Monitor Evaluation Consultant

The International Center for Not-for-Profit Law (ICNL) seeks a consultant to conduct an evaluation of ICNL's [Civic Freedom Monitor](#) (CFM).

Background

ICNL promotes the freedoms of association, assembly, and expression and supports civil society, civic participation, and philanthropy in countries around the world. The CFM provides up-to-date information about civic freedoms and the legal issues affecting civil society in over 50 countries. It is one of the most frequently visited areas of ICNL's website, drawing over 40,000 unique visitors in 2022.

Responsibilities

The CFM Evaluation Consultant will conduct an evaluation of how different stakeholder groups—including ICNL staff, partners, civil society, academics, donors, and peer organizations—use the CFM. The evaluation will identify changes ICNL could make to maximize the CFM's usefulness. The Consultant will solicit feedback from these stakeholders and provide an evaluation report to ICNL that addresses the following questions:

- How do various stakeholders use the CFM?
- What aspects of the CFM do stakeholders find most useful?
- How can ICNL improve the CFM to better respond to stakeholder needs?
- Do stakeholders have other information needs that the CFM could help fill?

ICNL anticipates a total of 15 days for this consultancy. We expect that the evaluation report will be completed by September 30, 2023. ICNL also welcomes applicants to propose and justify alternative timelines and levels of effort.

Qualifications

The ideal candidate will possess the following qualifications:

- Strong track record and knowledge of best practices in monitoring, evaluation, and learning (MEL);

- Experience evaluating research products and publications for a global audience;
- Experience evaluating policy advocacy and/or international development programming, particularly in the civil society, human rights, and rule of law sectors; and
- Excellent communication and report-writing skills.

If you do not possess all of these qualifications but think you would be a good fit for this consultancy, please feel free to submit an application. We would welcome the opportunity to consider you for the role.

Eligibility

This call is open to individuals or organizations. Work will be carried out remotely.

Application Instructions

Interested applicants should submit:

- Cover Letter / Statement of Interest describing how you meet the qualifications and your planned approach to the consultancy;
- Resume, CV, or other statement of work history and education;
- Three professional references; and
- Cost proposal, including proposed daily rate and any other anticipated expenses.

Applications should be submitted to Rebecca Vernon at rvernon@icnl.org by June 15, 2023. Please reference CFM Evaluation Consultant in subject line. Only finalists will be contacted. No telephone calls please. Visit us at www.icnl.org.

Selection Criteria

Applications will be evaluated based on the following factors:

- Experience with MEL in the international development sector, particularly on human rights, civil society, and rule of law programs;
- Experience evaluating research products and publications;
- Excellent communication and report-writing skills, including communication with non-native English speakers;
- Demonstrated commitment to producing high quality work in a timely manner; and
- Cost effectiveness.