



CPC Learning Network

Building the Inclusive, Relevant, Transparent, and Sustainable Learning Network

Strategic Planning Consultant

Scope of Work

About the CPC Learning Network:

Established in 2008 at Columbia University's Mailman School of Public Health, the CPC Learning Network convenes academics, policymakers, and practitioners to promote innovative research, nurture communities of learning, and build the next generation of researchers and advocates for children and families worldwide. We do this through Training and Curriculum Development; evidence-producing Research to better measure children's care, protection, and welfare; multi-level Advocacy; and Convening and Sharing to disseminate knowledge through bi-annual conferences, regular webinars, and country-level learning events. Learn more at

www.cpcnetwork.org

A New Strategic Framework

CPC Learning Network plans to conduct an iterative and inclusive process to develop our next 3-year strategic plan (2020-2023). The planning process is expected to take approximately 6 months from kick-off in April 2019. A fully developed plan will be presented to the Board of Advisors and key stakeholders for review and approval in late September with an anticipated official launch in late November/early December of 2019. CPC envisions a strategic planning process that is inclusive of a broad array of stakeholders, including its Board of Advisors, staff, and members of affiliate organizations as well as major donors.

With a recent change in leadership, the strategic planning process offers a unique opportunity to take a fresh look at how to best achieve CPC's mission and vision to evolve into/build a more inclusive, relevant, transparent, and sustainable network that is beneficial to the field of child protection policy and practice. CPC has dedicated staff who will manage the strategic planning process and assist with various implementation tasks.

Proposed Scope of Work:

CPC seeks an experienced and highly engaging consultant to facilitate a process that enables the leadership to take a hard look at priorities and strategic direction while also being fun, stimulating and meaningful for all the stakeholders involved. Building on the outcomes from the recent Board of Advisors meeting, the consultant will help design and guide the consultative planning process and lead certain strategic planning tasks, including focus groups, interviews with key informants (list provided by CPC), and facilitate planning meetings.

The consultant shall provide services as indicated below:

- **Task 1: Planning and Communication:** Inform overall design of strategic planning process, including developing interactive and creative methods for gathering and incorporating stakeholder input; project planning and ongoing communication with CPC strategic planning lead.

- **Task 2: Information Gathering and Synthesis:** Assist with questionnaire design based on outcomes from the recent BOA meeting and focus group implementation. The consultant will also conduct a set of interviews with key informants and select external partners and assist CPC with synthesis and identification of key crosscutting themes from various stakeholder input.
- **Task 3: Outcome Formation:** Summarize findings from the consultative process, submit first draft of the strategy for 2020-2023 and facilitate the feedback gathering process with the Board of Advisors and other key partners.
- **Task 4: Final Products.** Edit/refine the strategy document and other deliverables based on feedback and submit final versions of all deliverables.

Deliverables:

- A three-year strategic plan including key strategy pillars, results and resources framework.
- Report on the process, including a summary of stakeholder interviews/consultations.
- Design strategies for creative packaging and dissemination of results from the planning process (highlighting identified strategy pillars).

Qualifications:

- Demonstrated background in strategic planning, effectively engaging stakeholders, and employing planning techniques that meet the needs of the organization’s culture and mission.
- Proven record of accomplishment in facilitating strategic planning processes with mission-driven organizations of similar size; recent successful past performance that is relevant to the proposed project in terms of scope and complexity.
- At least five years professional experience in strategic planning and management.
- Familiarity and prior experience in international development and understanding of the field of child protection preferred.

Application Instructions:

We welcome applications from individuals and consulting firms. Please send the following materials by **Wednesday, April 10** to Nicolas Makharashvili, Senior Program Officer at onm2003@cumc.columbia.edu Please include “Strategic Planning Consultant” in the subject of your email.

- Resume (*If applying as a consulting firm, please include project lead and/or team members and their relevant qualifications and resumes*)
- Cover letter to include:
 - Individual/Consulting Group’s qualifications
 - Relevant Expertise/Experience
 - Compensation expectations