

**EXPRESSION OF INTEREST AND TERMS OF REFERENCE FOR CONSULTANCY  
TO FACILITATE THE DEVELOPMENT OF THE KENYAN SECTION OF THE  
INTERNATIONAL COMMISSION OF JURISTS (ICJ – KENYA)  
STRATEGIC PLAN (2025 – 2029)**

**ABOUT ICJ KENYA**

ICJ Kenya is a membership, non-governmental, non-partisan, and not-for-profit organization registered society in Kenya and is the only autonomous national section of the International Commission of Jurists based in Geneva. ICJ Kenya has been working in Kenya and around Africa since 1959, promoting human rights, the rule of law, democracy, and justice. ICJ Kenya is the oldest human rights organization in Kenya. Its membership is drawn from the Bar as well as the Bench. ICJ Kenya has observer status at the African Commission on Human and Peoples’ Rights.

**1.0 Background**

With the current strategic plan (2021-2024) nearing its expiration, ICJ Kenya acknowledges the critical need to redefine its strategic trajectory to effectively address emerging human rights issues, legal advancements, and societal transformations. The dynamic human rights and legal environment in Kenya and Africa at large presents evolving challenges like digital rights concerns, threats to judicial autonomy, and persistent disparities, underscoring the necessity for a new strategic plan to respond to these shifts.

Through crafting a new strategic plan for (2025-2029), ICJ Kenya seeks to pinpoint and capitalize on opportunities to amplify its impact in advocating for human rights, reinforcing the rule of law, and nurturing good governance, enabling the organization to concentrate its resources on areas where it can effect substantial change.

As a leading advocate for human rights in Kenya, ICJ Kenya remains dedicated to realizing a vision where human rights are protected and upheld for all. Crafting a new strategic plan is essential to align its mission with current needs and strategic goals, enabling a thorough review of past achievements and identification of areas for improvement. By establishing clear objectives and strategies, ICJ Kenya aims to enhance its effectiveness and efficiency in fulfilling its mission. Moreover, the development of this plan offers an opportunity to engage stakeholders, fostering ownership and alignment to ensure the continued relevance and sustainability of ICJ Kenya’s strategic priorities.

## 2.0 Purpose of the Consultancy

The purpose of the consultancy is to engage a consultant/consultancy firm to provide guidance and leadership in facilitating the development of ICJ Kenya's Strategic Plan for the period (2025-2029). This strategic plan will serve as a roadmap to articulate ICJ Kenya's vision, approach, and interventions, ensuring the sustainability of its mandate and alignment with prevailing socio-political and economic contexts in Kenya and the region.

## 3.0 Methodology and Scope of Work

The consultant/ consultancy firm will adopt a participatory methodology, involving ICJ Kenya staff, council members, members, stakeholders, and partners at various stages of the consultancy. The consultant will be expected to undertake the following tasks:

1. **Review of ICJ Kenya's Current Strategic Plan:** The consultant/consultancy firm will conduct a comprehensive review of ICJ Kenya's current strategic plan (2021-2024), including its strengths, weaknesses, and achievements. This review will inform the development of the new strategic plan.
2. **Stakeholder Engagement:** The consultant/consultancy firm will engage with key stakeholders, including ICJ Kenya's staff, council members, partners, and beneficiaries, to gather insights and feedback on the organization's strategic direction and priorities.
3. **Research and Analysis:** The consultant/consultancy firm will conduct research and analysis on the human rights and legal landscape in Kenya and the broader African region, including emerging issues such as digital rights, threats to judicial independence, and persistent inequalities.
4. **Facilitation of Strategic Planning Workshops:** The consultant/consultancy firm will facilitate strategic planning workshops with ICJ Kenya's leadership and staff to define strategic objectives, goals, and key performance indicators for the new strategic plan.
5. **Drafting of the Strategic Plan:** The consultant /consultancy firm will draft the new strategic plan (2025-2029), incorporating input from stakeholders, research findings, and best practices in strategic planning.
6. **Presentation and Approval:** The consultant/consultancy firm will present the draft strategic plan to ICJ Kenya's leadership for approval and provide guidance on implementation and monitoring mechanisms.

## 4.0 Key Deliverables

The consultant will be expected to deliver the following:

1. **Inception Report:** A report outlining the consultant's understanding of the assignment, methodology, and timeline.
2. **Stakeholder Engagement Report:** A report summarizing the insights and feedback gathered from stakeholder engagement activities.
3. **Results Framework:** The consultant will design a framework illustrating the intended outcomes and impacts of ICJ Kenya's strategic interventions, ensuring clarity in monitoring and evaluation.
4. **Performance Monitoring, Evaluation, Accountability, and Learning (PMEAL) System:** They will develop a system for monitoring progress, evaluating outcomes, ensuring accountability, and facilitating organizational learning throughout the plan's implementation.
5. **Indicator Tracker (Excel Sheet):** An Excel-based tracker will be created to monitor key indicators, including baseline data, targets, actual progress, and variance analysis, enabling effective tracking and decision-making.
6. **Research Report:** A report summarizing the research and analysis conducted on the human rights and legal landscape in Kenya and the broader African region.
7. **Draft Strategic Plan:** A comprehensive draft of the new strategic plan, including strategic objectives, goals, and key performance indicators.
8. **Final Strategic Plan:** A final version of the new strategic plan (2025–2029), incorporating feedback from ICJ Kenya's council and any necessary revisions.

## 5.0 Consultancy Requirements

- Master's degree in Law, Strategic Management, Organizational Development or equivalent qualification with a minimum of 10 years' experience;
- Proven experience and in-depth knowledge of human rights issues in Kenya and the region;
- Demonstrated ability to work with strict targets and deadlines;
- Excellent communication and facilitation skills including knowledge in participatory methods and approaches;
- Proven experience in research and analytical skills.

## 6.0 Duration

The Consultancy will be undertaken within (6) months within which the consultant/consultancy firm is expected to deliver the final Strategic Plan (2025-2029).

## 7.0 Application Procedure

Expression of Interest (EOI) bids should be sent to [procurement@icj-kenya.org](mailto:procurement@icj-kenya.org) and addressed to: The Procurement Committee quoting Reference ICJ Kenya SP/06/2024 as the title on or before 14th June 2024. Bids received after the deadline will not be considered, and only shortlisted bidders will be contacted. ICJ Kenya reserves the right to accept or reject any bid and will not be bound to give reasons for either rejection or acceptance. Any canvassing or giving of false information will lead to automatic disqualification.