



CALL FOR APPLICATIONS – CFA/BW/23/03

- 1. Duty Station of the Consultancy: Gaborone – Botswana**
- 2. Duration of Consultancy: Six (6) Months**
- 3. Nature of the consultancy: Individual Consultant to develop a Diaspora Engagement Policy Framework and Implementation Plan for Botswana – Category B Consultancy**

4. Project Context and Scope:

The Government of the Republic of Botswana recognizes that diaspora networks contribute to a country's global visibility and often represent valuable development partners, through targeted investments, financial and social remittances, acts of goodwill, and civic engagement. The overall potential of the diaspora in the development agenda can reach significant levels involving such areas as business creation, trade links, investments, remittances, skills transfers, exchanges of experiences, and culture. The diaspora can be the source of innovative ideas for the national development agenda. Over the years, a significant number of Botswana have been migrating to different countries for various reasons, including work and study. To date, the Diaspora engagement and guiding documents have remained fragmented if not nonexistent. Botswana lacks an overarching and comprehensive diaspora engagement regulatory framework.

To this end, the Government of Botswana in collaboration with the International Organization for Migration (IOM) has launched a project with the aim of *'building the capacity of the government of Botswana to strengthen linkages and collaboration with the Botswana diaspora'*. As part of its Strategic objectives, the project supports the Ministry of Foreign Affairs in the development of a comprehensive Diaspora Engagement Policy. A well-designed and effectively implemented Diaspora Engagement Policy would provide an overarching framework for Diaspora engagement by the Government of Botswana. The Policy would support diaspora communities to strengthen their ties with Botswana and provide a platform for involvement in national and local development. The Diaspora Engagement Policy is expected to form part of the proposed Botswana Foreign Policy Framework, the Economic Diplomacy Strategy, and the drive for a knowledge-based economy. The 2023 Diaspora Mapping is expected to inform key elements of the Diaspora Engagement policy.

The Government of Botswana, in collaboration with IOM, is therefore seeking suitably qualified

Individual Consultants to develop a draft gender-sensitive Diaspora Engagement Policy and an Implementation Action plan that is coherent and consistent with the Constitution, national policies including draft migration policy, Vision 2036, Second Transitional Development Plan April 2023-March 2025 existing policies and the national constitution.

Objectives

Draft a gender-sensitive Diaspora Engagement Policy Framework that will set the Government of Botswana's strategic, regulatory, and operational agenda for diaspora engagement. The policy will provide an inclusive definition of Botswana Diaspora and a broad understanding of their contribution to the national development agenda. The policy and its strategies policy will inform the government's efforts to build and maintain sustainable networks and platforms for diaspora engagement and participation in national development as well as strengthen trust between the diaspora and both receiving states (Botswana and the country of current residency).

The specific tasks under this consultancy are to:

- Conduct a desk review of existing data on Botswana diaspora profiles and interests, as well as international best practices on diaspora policy, institutional coordination, and engagement.
- Analyse Botswana's current legislation, policies, institutional structures, and coordination mechanisms pertaining to diaspora engagement and to identify the strengths, limitations, and/or gaps pertaining to the diaspora's contributions to national and local development through, among others (a) remittances, (b) direct investment, (c) human capital transfer, (d) philanthropy, (e) capital market investment, and (f) tourism.
- Design and conduct in-depth interviews and Focus Group Discussions (FGDs) with members of the Technical Working Group, government ministries, international organizations, and civil society organizations to collect information on legislation, policies, institutional structures, and coordination mechanisms pertaining to diaspora engagement activities, data, challenges, best practices, and opportunities.
- Design and conduct online in-depth interviews and FGDs with a representative number of Botswana diaspora individuals and associations to get their views on the nature of the diaspora engagement policy framework and coordination mechanisms needed to enable, engage, and empower the diaspora.
- Develop Botswana's Diaspora Engagement Policy Framework, in close consultation and coordination with the Technical Working Group and in alignment with IOM's approach to enabling, engaging, and empowering the diaspora.
- Draft an implementation plan for the Diaspora Engagement Policy covering, among others, (a) remittances, (b) direct investment, (c) human capital transfer, (d) patronage philanthropy, (e) capital market investment, and (f) tourism.

5. Organizational Department / Unit to which the Consultant is contributing:

The Consultant will report directly to IOM Botswana and will work closely with the Ministry of Foreign Affairs, the TWG, and the IOM Regional Office in Pretoria in particular, the Senior Regional Thematic Specialist on Labour Mobility and Inclusion.

The Consultants will be required to ensure reporting against measurable indicators. These indicators should reflect the Consultant's commitment to delivering quality outputs promptly, aligned to the agreed methodology as proposed in the Inception Report. The final set of indicators should be provided in the Inception Report along with progress to be monitored.

6. Category B Consultant: Tangible and measurable outputs of the work assignment

The fees will be paid in accordance with deliverables in the following proportions:

- 15% upon submission and acceptance of the Inception Report.
- 15 % upon conclusion and finalization of the analytical report
- 30% upon submission and presentation of the final draft Diaspora Engagement Policy Framework and the accompanying implementation plan for the specified period.
- 40% upon validation and submission of the final policy document and implementation plan.

7. Performance indicators for the evaluation of results

The Individual Consultant will be expected to submit two bound copies and an electronic copy of;

- a) An Inception Report, detailing the proposed methodology and timeline for the assignment.
- b) An analytical report informed by the review of literature, legislation, and regulations pertaining to diaspora engagement. The report should contain the following, among other issues:
 - An Executive Summary: that summarizes the key points including the background and rationale of the legislative review, methodology, findings, and recommendations).
 - The main findings must be explained in detail and limitations associated with the methodology must be disclosed in the Report. The Findings must be presented as analysed facts, with evidence and data.
 - The conclusions and recommendations. The recommendations should focus on areas of diaspora engagement, institutional structures, and coordination mechanisms that could be strengthened by an effective policy. The recommendations need to be supported by a specific set of findings.
- c) Interview questions and Interview Protocol drafted in coordination with the Technical Working Group and IOM.
- d) Draft Diaspora Engagement Policy Framework. The Diaspora Engagement Policy Framework will be developed through a consultative and collaborative approach and will be subjected to reviews and validations.
- e) Implementation Action plan for the specified period. The plan must be action-oriented, practical, and specific, with defined responsibility for the recommended actions.

N.B. All written deliverables under this consultancy will be drafted in accordance with the IOM Publications Guidelines and validated by the Ministry of Foreign Affairs and other concerned stakeholders. At the commencement of the assignment, a briefing session will be held with the Consultant. The briefing, among other things, will clarify the interpretation of the assignment as well as the practicalities and logistical arrangements for the assignment. The briefing meeting will mark the official commencement of the assignment.

8. Education, Experience and/or skills required

- Advanced university degree in international relations, political science, international economics/development, research, or another relevant field.
- Extensive knowledge of diaspora engagement in the Continent (Africa) and beyond
- Minimum of 10 years of relevant professional experience in academia, research institutes, think tanks, governmental, inter-governmental, or non-governmental organizations.
- Proven previous working experience consisting of substantial involvement in policy-focused assessments, evaluations, and/or reviews in related areas.
- Working experience with senior officials within government, inter-governmental, and non-governmental organizations.
- Full computer literacy, including familiarity with research tools.
- Proven capacity to coordinate all administrative and technical aspects of the consultancy.
- Excellent written and spoken English.
- Demonstrated ability to work in a multicultural environment and establish harmonious and effective relationships.

Assessment

Prospective individual consultant will be evaluated for suitability to undertake the task based on the following criteria:

Criteria	Points
Education and Training	20
Specific Technical skills	60
Work experiences	20
Total	100

9. Travel required

There will be no travel during this consultancy period.

10. Competencies

Values

- **Inclusion and respect for diversity:** respects and promotes individual and cultural differences; encourages diversity and inclusion wherever possible.
- **Integrity and transparency:** maintains high ethical standards and acts in a manner consistent with organizational principles/rules and standards of conduct.
- **Professionalism:** demonstrates ability to work in a composed, competent, and committed manner and exercises careful judgment in meeting day-to-day challenges.
- **Courage:** Demonstrates willingness to take a stand on issues of importance.
- **Empathy:** Shows compassion for others, makes people feel safe, respected and fairly treated.

Core Competencies – behavioural indicators

- **Teamwork:** develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
- **Delivering results:** produces and delivers quality results in a service-oriented and timely manner; is action-oriented and committed to achieving agreed outcomes.
- **Managing and sharing knowledge:** continuously seeks to learn, share knowledge, and innovate.
- **Accountability:** takes ownership for achieving the Organization's priorities and assumes responsibility for own actions and delegated work.
- **Communication:** encourages and contributes to clear and open communication; explains complex matters in an informative, inspiring, and motivational way.

11. Submission And Closing Date

- Technical proposal, including a letter of motivation, conceptual framework, detailed methodology, work plan, letter of motivation describing the consultant's suitability for the assignment, curriculum vitae, examples of similar works, and three professional referees.
- Financial proposal, including all the professional fees and any other cost elements estimated in USD currency.
- Proof of previous related work - how it was successful in achieving the goals of that institution or programme, and at least three traceable references.

All interested candidates are to submit electronic copies of all required information to IOM **by COB, 31 October 2023** to gaboroneCVs@iom.int.

Only shortlisted candidates will be contacted.

12. Questions and Clarifications

All requests for clarifications and questions should be sent in writing to gaboroneCVs@iom.int indicating the vacancy number and title in the subject line.