

Terms of Reference

Development of a Programs Theory of Change

Background

ALWS is the overseas aid and development agency of the Lutheran Church of Australia. Our strategy up to 2020 focused on our overseas work on countries in Asia/Pacific and sub-Saharan Africa where people are affected by poverty, injustice, and disasters. In our 2021 & beyond plan, we will build on progress made by intentionally seeking out those most at risk of abuse, exclusion and inequality particularly due to gender or ability. We seek to achieve this by: working through partners to ensure people live in more just and sustainable communities through long-term development programs, and that people affected by emergencies receive life-sustaining care; partnering with others to leverage wider change and increase our impact; strengthening our systems and processes to ensure that we are transparent and accountable to people, communities, partners and supporters; and striving to improve to enable us to best serve people, communities and our supporters.

The Programs department supports these goals by ensuring the activities ALWS supports are people-centred, based on an informed understanding of the development context and adhere to expected quality, standards, and requirements. ALWS does not directly implement projects overseas. We work through partners to reach our target communities by ensuring they receive financial and technical support that enables them to do the work. Our partners are selected through a careful process from those who we believe have the capacity for effective response to needs, share our values and development approaches and show potential to have significant impact in driving good practice in the aid and development sector.

Purpose

ALWS is entering a new strategic period (2021-2027) and is looking to develop clear partnership and programmatic strategies with measurable goals within the context of our new strategic direction, utilising tools/systems to track progress towards these goals. We wish to strengthen our learning and impact assessment work, with a view to capturing more robust evidence of our effectiveness, that can be shared both internally and externally, to enhance our upward and downward accountability. As part of this process, we would like to develop a Programs Theory of Change including related indicators of change supported by a clear Monitoring, Evaluation and Learning Framework

The aims of this assignment are:

- a) To facilitate the development of a Programs Theory of Change including related indicators of change.
- b) To facilitate the review and revision of key program management tools in order to ensure they are linked to the causal pathways within the Theory of Change.
- c) To facilitate the development of a high-level overview of the ALWS Monitoring Evaluation and Learning Framework.

Approach

The proposed work will include:

- A literature review of documents such as ALWS Strategic Approach, Program Policies, Program Tools such as ALWS Program Effectiveness Framework, Partnership Analysis, Program Appraisal and Management Suite and key partners' Theory of Change and Design Monitoring and Learning documents.
- Facilitation of working group meetings with the Program Team and Management Team members to develop a Theory of Change and review current tools and recommend revisions as required.
- Facilitation of a final Theory of Change workshop.
- Drafting the ALWS Programs Theory of Change diagram and accompanying narrative.
- Drafting a high-level overview of ALWS' Monitoring Evaluation and Learning Framework and a summary of key tools.

Deliverables

It is anticipated that the deliverables will be as follows:

- i. Presentation of the summary findings from the literature review.
- ii. Virtual working group meetings with the Programs Team and Management Team (as necessary) to facilitate the development of the Theory of Change and review current tools.
- iii. 1-day workshop to debrief on the draft Theory of change.
- iv. A high-level overview of ALWS Programs Theory of Change and the supporting Monitoring Evaluation and Learning Framework in diagrammatic form.
- v. A detailed Theory of Change with accompanying narrative.

Skills and Experience

The successful candidate should possess the following skills and experience:

- Demonstrated experience designing theories of change and articulating theories of change in writing and visually.
- Demonstrated experience of designing monitoring and evaluation and learning frameworks in international aid and development contexts.
- Demonstrated capacity to facilitate groups to develop theories of change and DMEL frameworks for international partnerships.
- Tertiary qualification in development studies or an associated discipline.
- Experience of working in the international aid /development sector.
- Understanding of DFAT accreditation and ACFID compliance requirements will be an added advantage.

Time frame

This assignment will take place between 15th February to 15th March 2021.

A detailed workplan with specific timeframes for the deliverables will be developed collaboratively with the selected consultant.

Next Steps

Interested parties should send expressions of interest to Leah Odongo: leaho@alws.org.au by **5 February 2021**. Expressions of interest should include:

- CV or outline of relevant skills and experience

- At least 2 examples of relevant work
- Confirmation of availability in February and March
- Daily rate

ALWS is a child safe organisation and requires contractors to undertake a Criminal Record Check and to sign and abide by the ALWS Code of Conduct (accessible on the ALWS website).