



Job Title:	Consultant – Report Writing
Reports to:	Senior Technical Advisor
Program/Project:	USAID / BOCY
Location:	N/A
<p>Background</p> <p>The Bantwana Initiative of World Education, Inc. (WEI/B) is in the process of closing out a six-year USAID – funded OVC activity which includes development of a final report. WEI/B seeks a consultant to support the writing, refining, editing and formatting of the report. The report is expected to be 25-40 pages long and will highlight service delivery models, capacity development and systems strengthening models that contributed to positive child protection and HIV outcomes for children and strengthened Uganda’s child protection and HIV response. The report will include the following sections: TOC, Acronym List, Executive Summary, Introduction/Background, Improving HIV results in children; Comprehensive Service Delivery towards resilience and graduation; economic strengthening, parenting, youth programming for adolescent girls and young women, early childhood development, systems strengthening of local organizations and local government, Lessons Learned, Finances, and Recommendations. The consultant will work with the lead writing, program, M&E teams and designer using a structured schedule and process for writing, review, and report finalization. The timeline for this activity is February 12 - March 15, 2021 for up to 30 hours. Please send your CV, with 3-5 client references to garrett_zeltinger@worlded.org no later than 12 February, 2021.</p> <p>Job Summary</p> <p>The consultant will support the following:</p> <ol style="list-style-type: none"> 1. Finalize on the structure of the report 2. Contribute to the writing and/or editing of report sections, including upfront sections 3. Contribute to design layout 	
Key Result Areas	Specific Responsibilities and Duties
Major Qualifications/ Requirements	<ul style="list-style-type: none"> ● Demonstrated expertise developing documentation for PEPFAR/USAID OVC programming ● Demonstrated experience working with and facilitating international writing teams ● Excellent writing and editing skills ● Ability to meet agreed upon deadlines ● Willingness to participate in calls outside of normal US working hours, as needed