Tender call for external consultant

1. We require...

1.1 The Football Against Racism in Europe (FARE) network is seeking an external consultant(s) to facilitate internal organisational change and assist future strategic planning.

2. We are...

2.1 FARE is a network of organisations, some fan groups, a number of NGOs, and player unions whose role is to encourage and support the fight against racism and other forms of discrimination in football across Europe.

2.2 The network is co-ordinated by an Administration Group.

2.3. Through supporting activities at a local and national level and the lobbying of governing bodies, policy makers and national governments we have established a presence that is highly regarded and well known.

2.4. Our partnerships with a broad range of NGOs, fans groups, the European governing body UEFA, and the European Commission are well established with over 30 countries actively involved.

2.5. More information at www.farenet.org

3. The challenge...

3.1 For you is to understand where FARE is in our life cycle, how we work, our key stakeholders, the background to racism and discrimination in European football and potential future direction.

3.2 The facilitator will be key to helping us to review internal structures, develop a network responsive to the needs of all partners, to assist us in maintaining direction and developing new funding streams.

3.3 You will need to take us through some crucial issues in a limited period so the focus, knowledge and experience you bring is important.

3.4 We will require a written report with key action points for the FARE administration group to consider.

4. Timeframes

4.1 We will ask you to undertake a maximum of 25 days work which will include travelling to meet key partners and a minimum of 2 meetings of the administration group. These may in part take place over a weekend.

4.2 We would hope your work could be completed by early April 2009.

4.3 The successful applicant(s) will be asked to attend a meeting of the Administration Group in London on the 21st February 2009.

4.4 Other forms of travel will be dictated by your project plan.
5. **Skills and Experience you will have**

5.1 The skills and knowledge you will need to demonstrate have been broken down into two areas:

5.2 **Necessary**
These are essential skills we are looking to be demonstrated in an application:

- Knowledge of the organisational challenges facing European-wide NGO’s and European networks
- A practice that demonstrates change management skills through your client history
- A good overview of current debates in race and equality in Europe and how they relate to football
- A personal manner that can challenge, be receptive to the concerns of all stakeholders and prompt change
- Delivery of the project in English, the working language of the network

5.3 **Desirable**

- Knowledge of the different components of European football – fan groups, governing bodies, NGO’s
- An understanding of how the key institutions of Europe work
- Knowledge of funding streams to counter- discrimination across Europe

6. **Applications**

6.1 Your application should include:

A. An organisational or personal CV
B. A project plan, an outline of the areas your final report might cover, with reporting timelines
C. Cost breakdown – Not to exceed €10,000 Euros. FARE will also pay air-fares and accommodation.

6.2 Applications should be sent by email to Piara Powar (piara@kickitout.org) and Johan Van de Ven (johan@eglsf.info) by 5pm 13 February 2009.

6.3 You will be notified of the decision to appoint by Tuesday 17th February.