

Om-Habibeh Foundation

Terms of reference (TOR)

For consultancy mission “Community Mobilizer”

1. Background:

The Om Habibeh Foundation (OHF) is an Egyptian non-profit organization established in 1991 under the supervision of the Ministry of Social Solidarity. OHF is the implementation agency for the Aga Khan Foundation Egypt and is an affiliate of the Aga Khan Development Network of organizations and was founded by Om Habibeh Mohamed Shah Aga Khan to contribute to and support local communities in the governorate of Aswan in areas including health care, education, and providing income for deprived communities through long-term development activities. OHF works in the following areas: Continuing Education, Civil Society, Agriculture and Food Security, Economic Inclusion, Women Empowerment and Early Childhood Development.

The European Union, the German Agency for International Cooperation (GIZ), and Aswan Governorate have signed an agreement to launch the project “the Heritage of Qubbet Al-Hawa in Aswan”.

The overall objective of the project is to safeguard and preserve the archaeological heritage of Qubbet el-Hawa in Aswan through strengthened cooperation between international and national partners, while engaging civil society organizations and local communities in protection, awareness, and sustainable development activities.

Target groups: 5 Civil Society Organizations (CSOs), governmental leaders, and community members of West Aswan (men, women, and children).

2. OBJECTIVE:

The overall objective of this assignment is to support the effective mobilization and engagement of the local community in West Aswan within the framework of the “Community responsibility towards culture heritage value Project.”

The Community Mobilizer will contribute to raising awareness on the value of cultural heritage, fostering community participation in heritage conservation, and strengthening collaboration between civil society, local authorities, and scientific partners. The role aims to empower women, youth, and persons with disabilities, while promoting inclusive dialogue and innovative community initiatives that safeguard and revitalize the cultural heritage of Qubbet El-Hawa and its surrounding areas.

3. Targeted audience:

The Community Mobilizer will primarily work with:

- **Local community members** in West Aswan, including men, women, and children.
- **Local civil society organizations (CSOs)** and community-based associations.
- **Government representatives** at the local level, including relevant authorities in culture, tourism, and heritage.
- **Private sector actors** involved in cultural tourism and heritage-related services.

4. Scope of Work:

The Community Mobilizer will be responsible for the following tasks:

1. Community Engagement and Mobilization

- Build trust and maintain regular communication with community members in West Aswan.
- Facilitate participation of diverse groups (men, women, youth, and persons with disabilities) in project activities.
- Support the formation and functioning of local committees and forums.

2. Awareness Raising and Outreach

- Coordinate the awareness sessions on the value of cultural heritage and methods of preservation.
- Disseminate project information through community-friendly channels.

3. Support for Social innovation lab (SIL):

- Mobilize participants and ensure inclusive representation in SIL
- Encourage local ideas and initiatives addressing heritage protection and community development.
- Document outcomes and feedback to inform project implementation.
- Follow and reporting on SIL initiatives.

4. Coordination and Liaison

- Act as a focal point between local communities, CSOs, and project partners.
- Facilitate dialogue with local authorities and private sector stakeholders.
- Report regularly on community needs, perceptions, and participation levels.
- Track participation and attendance in community events and activities.

5. final Deliverables:

- Monthly **Progress Reports:** summarizing community mobilization activities, participation, challenges, and lessons learned.
- Activity **Reports:** documenting awareness sessions, community forums, and other project-related events, including attendance and key outcomes.
- Monthly **Timesheet and Invoice.**

Note: reports should be submitted as hard copy and soft copy (in word doc. /excel)

Time Frame:

- The consultant shall be contracted for three months renewable according to CSCB manager evaluation

Required qualifications:

The consultant should demonstrate the following qualifications:

1. High\mid educated.
2. Has experience of community working and with CSOs.
3. Has the ability to deal with government representatives.

Evaluation Criteria:

Criterion	Sub-Criteria	Maximum Score
Technical Evaluation Criteria:		
Relevant Experience	Previous experience in community mobilization, working with CSOs, work in development projects. Working with West Aswan or Nubian community pervious.	25
Knowledge & Skills	Understanding of local context (West Aswan), heritage issues, gender, and inclusion of PWDs	25
Communication & Facilitation Skills	Ability to engage with different stakeholders (community, CSOs, authorities)	20
Total		70
Financial Evaluation Criteria:		
Financial Proposal Clarity	Reasonableness of the proposed monthly fee compared to market rates Clear breakdown of costs (monthly invoice, taxes, etc.)	30
Total		100

Contact Information:

Any questions concerning this assignment should be directed to:

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