

**Terms of Reference**  
**Lead Principal**  
**Ethiopian Women Researchers Network (EWNET)**

**Title:** Lead Principal of EWNET. The Lead Principal will lead the management and delivery of the network activities during the duration of the network.

**Place of employment:** Ethiopia

**Employment type:** Paid position (Part time- 1 day a week)

**Background of the Peace Research Facility and EWNET:** The Peace Research Facility is implemented by the Rift Valley Institute and funded by FCDO. The Facility produces timely analysis and research on critical peace and conflict dynamics in Ethiopia in order to inform policy and programming by FCDO as well as a broad set of Ethiopian and international stakeholders. Through its Early Career Researchers Communities of Practice, South Sudan Women's Research Network and Gender and Responding to Violent Extremism programmes, RVI has extensive experience in convening research communities of practice and the Facility team plans to draw on this experience when rolling out EWNET. Some of the key aims of this network are to find solutions to common problems by sharing knowledge and best practices as well as disseminating to the public, knowledge and practice that amplifies the voices of researchers and influences policy.

**Profile of Lead Principal:** The individual must be based in Ethiopia and possesses excellent communication and leadership skills. The Principal Lead should have access to a vast network of Ethiopian women researchers, institutions and organisations and the ability to establish and convene a research community. The Principal Lead is expected to have a track record of leading innovative research projects. The Lead Principal is expected to have experience in mentoring researchers to develop their capabilities necessary to undertake their own research.

**DELIVERABLES:**

As the Lead Principal you agree to deliver the below tasks and outputs:

- Develop a detailed strategy and a 3-year work plan for EWNET in accordance with the objectives and planned activities of the network
- Plan, organise and facilitate the network's events such as the roundtable meetings, forums and conferences as well as EWNET's inception meeting
- Ensure quality assurance of the various outputs EWNET will publish and the resources that will be published to the EWNET website
- Plan, organise and oversee the exchange visits between network members and ensure that these visits facilitate continuous learning and cross fertilisation

- Oversee work done by the Deputy Principal
- Develop a criterion for selecting network members, lead in selecting network members with guidance from the PRF team and if needed recommend network members
- Take lead in partnership management by developing a strategic plan outlining the approach to partnership development and management; determine the appropriate types of partnership based on the network's needs and goals; and cultivate strong relationships with partners through regular communication and engagement
- When needed, contribute to the diversity of ideas and perspectives on the outputs that the Facility produces by giving gender inclusive approaches to its outputs

## **REPORTING ARRANGEMENTS**

In the discharge of the above services, you will:

- Report to the Facility's Team Leader, Hannah Stogdon
- Communicate with RVI on a regular basis, by email, telephone, Zoom and face-to-face in Addis Ababa where possible on the progress of the assignment, addressing any problems that may arise;
- Meet all reporting deadlines as outlined above and remain available to work throughout the project;
- Perform any other reasonable tasks agreed with RVI in the implementation of the study.

**DESCRIPTION OF RVI SUPPORT TO THE CONSULTANT:** RVI will have responsibility for handling communications with the Funder, for financial reporting to the Funder and for the final editing and delivery of the reports to the Funder.