

## Terms of Reference

### Program and Toolkit Content Design Expert for the Fostering an Inclusive Entrepreneurship Ecosystem Project

<b>Lead:</b>	Sosyal İnovasyon İnişiatifi Derneđi (SIID)
<b>Partners:</b>	Ashoka Foundation TED University Koç University
<b>Project Duration:</b>	January 21- November 21, 2023

**Fostering an Inclusive Entrepreneurship Ecosystem Project** is implemented within the ENHANCER Project which is funded by the European Union and conducted by the International Centre for Migration Policy Development (ICMPD) in coordination with the Directorate General of Development Agencies under the Ministry of Industry and Technology of the Republic of Türkiye.

#### Overview

Entrepreneurship proved to be an effective approach to overcoming some of the main challenges of economic and social inclusion for migrants and refugees in host countries. Providing support to entrepreneurial activities carried out by and for refugee and migrant communities leads to positive impacts that are perceived both at the individual and community levels, from improved livelihoods to better integration in host countries and increased social cohesion. The proposed action aims at strengthening synergies to overcome those challenges and barriers that prevent refugee and migrant ventures or entrepreneurs-to-be from receiving the support needed for their businesses to grow.

The Fostering an Inclusive Entrepreneurship Ecosystem project will fill the current gap in implementing targeted actions to build a more inclusive ecosystem for refugee and migrant entrepreneurs to grow. Such an enabling environment will boost the entrepreneurial activity of Syrians under Temporary Protection (SuTPs) and the Local Host Communities (LHCs) alike, as we will look to develop integrated programming strategies that would bring together both the migrant and host communities. SESOs, entrepreneurial support organizations, and social entrepreneurs from the migrant and host communities will all get the chance to get together and be directly involved in the interactions among key stakeholders within the [Turkey Social Entrepreneurship Network \(TSEN\) platform](#) as well as in the 3 co-creation sessions to develop a Toolkit on inclusive entrepreneurship.

The project is designed to be delivered online over Zoom, using digital tools. All project activities, including boosting program meetings and co-creation sessions will be held online. Only the final event of the project, the Inclusion Festival, will be held in person.

## Details of Project Activities:

- **Boosting Program:** This program brings together implementing partners, experts, and selected participants who will work together to discuss the possibilities and necessities of an inclusive incubation support program, via online meetings, peer learning, and creative thinking activities. Within this scope, three online meetings will be held.
- **Community of Practice (CoP):** Participants of the boosting program will be engaged in the activities of the CoP to bring their learnings and identified best practices to the conversation. Targeted communication and outreach activities will ensure that additional actors, from the business sector to refugee/migrant entrepreneurs to NGOs, will join the community and participate in its interactions. CoP will come together through online meetings that will allow more space for networking, peer learning, and collective action among participants about inclusive social entrepreneurship. The Expert is welcome to join the meetings of the Community of Practice, but the Expert will not be responsible for the planning and implementing activities of this community.
- **Three Co-creation Sessions:** Bringing together all resources and practices emerged in the boosting program testing as well as in the CoP, three co-creation sessions will be held. Besides all participants who joined the boosting program and CoP, refugee/migrant entrepreneurs and additional actors from private sectors, NGOs, and different entrepreneurial support organizations will be invited to participate. The 3 sessions will unfold topics around diversity, equity, and inclusion in social entrepreneurship support programs. Discussion outputs will be harvested and embedded into the Toolkit, whose final draft will be edited in Turkish and Arabic and made ready for publication.
- **Inclusive Social Entrepreneurship Toolkit Design:** Content material for the toolkit will be collected during the boosting program and the co-creation sessions. These inputs will determine and shape the content of the Toolkit. The Inclusive Entrepreneurship Toolkit will be published in Turkish and Arabic, and will be made publicly available at the end of the project. The Toolkit will remain available to entrepreneurial support organizations and social entrepreneurs to be used and directly adapted to their work. The Toolkit Expert will not be responsible for the content and design of the Toolkit.
- **Inclusion Festival:** With the participation of all participating actors in the project and others who wish to learn more about inclusive entrepreneurship will be invited to a final event, the Inclusion Festival which will be held in person. At this final event, implementing partners will formally launch the Toolkit and get together with participants and stakeholders to celebrate results and allow for additional networking. The Toolkit Expert is welcome to join the event as a guest.

## Main Deliverables

- Consultancy on the aim, scope, strategy, and road map of the boosting program and co-creation sessions.
- Planning and facilitating all co-creation sessions:
  - Overviewing existing inclusivity toolkits and identifying relevant material (i.e. good practice examples, interactive tools, audiovisual material) to be used for the boosting and co-creation sessions
  - Collecting and utilizing good examples of inclusive social entrepreneurship to be used in discussions in the co-creation sessions and the boosting program
  - Preparing an agenda and a guideline including planned outputs for each session and actively facilitating sessions
  - Overviewing meeting logs, synthesized and finalized outputs of each co-creation/boosting program session to give guidance on possible changes/alterations for upcoming sessions
- Working closely with the DEI Expert to align boosting program and co-creation facilitation with the inclusivity framework of the project
- Working closely with the project coordinator and assistant to finalize boosting and co-creation session facilitation plans, calendars, and invitation lists.
- Toolkit Expert will not work on the content, format, and visual design of the Toolkit.
- Program and Toolkit Content Design Expert is expected to spend 15 days of work on this project. The Expert will consult the project team on the agenda and outcomes of the co-creation sessions and boosting program, and facilitate all co-creation sessions between May-October 2023 (7 months). Participation in the Community of Practice meetings and the Inclusion Festival is not mandatory.

## Requirements

- Extensive experience in innovation, design and business strategy and consultancy of such.
- Extensive experience in facilitation and program design (such as entrepreneurship, social entrepreneurship, and design thinking). The ideal candidate should be able to provide four or five (preferably including international) projects that they have facilitated or consulted.
- Participation in projects designed on the topic of inclusivity is preferable.
- Excellent knowledge of co-creation methodologies, ways and tools of creative thinking, and implementing participatory methods of facilitation.
- Experience in entrepreneurship/social entrepreneurship as an entrepreneur and/or program designer/executor is greatly preferred.
- Driven from a multidisciplinary background with solid knowledge of inclusivity, and social entrepreneurship. Knowledge about how social entrepreneurship support programs work is preferred.

## What we offer

- All project meetings (except the Inclusion Festival) will be held online.
- Zoom links and Boards /Canvas via Miro tool will be provided to the expert.
- A Diversity, Equity and Inclusion Expert will work closely with the Toolkit Expert, providing information about the inclusivity framework and approach in general and to social entrepreneurship specifically.
- Accommodation and travel costs will not be reimbursed.

## Application

The Toolkit Methodology Expert will work for 15 days (8hrs/day) on this project.

If interested, please apply until **06 June 2023** by sending your CV, cover letter (400 words max.) and your financial bid form signed and stamped and with a letterhead (if any) to [bercem.dilek@impacthub.net](mailto:bercem.dilek@impacthub.net)

In the bid form, please specify the daily/hourly expenses.