



Call for Consultants

Strategy Review and Workplan Development

About Wellspring Advisors, LLC

Wellspring Advisors, LLC, a private philanthropic consulting firm with offices in New York and Washington, DC, coordinates grantmaking programs that advance the realization of human rights and social and economic justice for all people. Our services include donor education and helping to shape a strategic vision; identification and presentation of appropriate funding opportunities; grants administration; and reporting.

Description of Services

Since 2007, Wellspring's international grantmaking programs have been engaged in a cross-program initiative in select sub-Saharan African countries. The focus country initiative seeks to advance the realization of human rights and social and economic justice for all people in Uganda, Tanzania, Liberia, and Ghana. By strengthening grantmaking in and dedicating staff time to these countries, the initiative supports the achievement of international program goals.

In 2011, Wellspring will undertake a strategy review and develop a written workplan intended to guide the direction of the initiative for the following three years (2012-2014). Through this process, Wellspring will reflect on its work in selected countries since 2007 and examine: progress made and lessons learned; Wellspring's role and niche; external opportunities and challenges; and areas for future focus. The consultant will review relevant literature and facilitate meetings with key staff and consultants, both in the U.S. and East Africa. He or she will also conduct in-country interviews with selected grantees and external stakeholders and synthesize key findings.

The review process will feed into the creation of a three-year workplan, which the consultant will help to develop in close collaboration with Wellspring staff. This workplan will outline key objectives, activities, and outcomes in target countries, and it will incorporate an evaluation plan. It is expected that the consultant would provide ongoing support to Wellspring Advisors over a period of approximately 4-6 months.

Qualifications

- 5+ years professional experience working with civil society in one or more of the target countries, with experience in East Africa strongly preferred;
- Strategic planning experience and facilitation skills required;
- Excellent English oral and written communications skills required;
- Ability to work across a range of programmatic issue areas highly desired;
- Prior experience with grantmaking a plus;



- Excellent analytic abilities and impartiality;
- Initiative, resourcefulness, and flexibility—ability to work independently with minimal supervision;
- Demonstrated commitment to Wellspring’s grantmaking priorities;
- Ability to travel to selected countries and the United States; and
- Ability to handle confidential client information with complete discretion.

How to Apply

Send an email to HResourcesDC@wellspringadvisors.com with “Focus Country – Call for Consultants” in the subject line, to which you have attached the following three documents:

- 1) Cover letter highlighting relevant qualifications and salary history;
- 2) Current resume with contact information for three professional references; and
- 3) English writing sample (5-page maximum).

Applications must be received by April 15, 2011.

Due to the high volume of applications received, Wellspring Advisors regrets that it is only able to respond to finalist candidates.