

## Pathway to Membership:

### Tool to identify potential new IPPF members

#### Objective

The International Planned Parenthood Federation (IPPF) is looking for a consultant to develop a standard process to be followed by IPPF to identify and admit potential candidates seeking to become new members of the Federation. The consultant will be required to consider various resources that have already been developed by IPPF with regards to admission of new members. It is expected to ensure that the pathway to membership outline the various steps to be followed and the indicators to consider while identifying and admitting potential new members. Once developed this tool aims to reduce the perceived subjectivity and minimize the risk of favouritism.

#### Background

[The International Planned Parenthood Federation](#) is a global service provider and a leading advocate of sexual and reproductive health and rights (SRHR) for all. We are a worldwide federation of national organizations working in over 140 countries with and for communities and individuals. Our work is wide-ranging, including comprehensive sex education, provision of contraceptive, safe abortion, maternal care and responding to humanitarian crises. We pride ourselves on being local through our members and global through our network. At the heart of our mission is the provision of – and advocacy in support of – integrated healthcare to anyone who needs it regardless of race, gender, sex, income, and crucially no matter how remote.

#### Methodology

- Review of existing IPPF procedures and documentation
- Scan external sources for good practices.
- Interviews with key stakeholders

#### Expected outcomes of the consultancy

The consultant will develop a tool taking into consideration the IPPF admission criteria including key country data that take into account details of any negative human rights and/or SRHR abuses, restrictions or opposition; Impact of specific contextual needs/considerations such as humanitarian, Internally Displaced Persons, large migration; Geo-political influence globally, regionally and/or sub-regionally (likelihood of impact on SRHR advancements either positively or negatively); conducive space to operate; donor relevance and any other relevant information. This tool will lay down the approach to be followed in bringing harmony and synergy into the process of shortlisting and selecting any new member into the Federation. Whilst identifying new members, weightage would be provided to compliance with IPPF's Financial Crime Policy and the organization's track record on managing its own finances.

It is expected that the tools will have an objective scoring mechanism that will enable IPPF to compare various national organizations and decide to put forward the best of them for membership consideration.

#### Level of effort

- 15 - 20 days

## Skills and Experience

- Experience of working in the field of governance (specifically in developing/ managing due diligence processes of partners) in the voluntary / development sector.
- Strong analytical skills with the ability to evaluate information and identify key points.
- Excellent written communication skills.
- Ability to work independently.
- Familiarity with IPPF (or other Federation's) membership structure and accreditation system an advantage.