

# Peace campaigning & advocacy review: Terms of reference

## Summary

Quaker Peace & Social Witness (QPSW) is looking for a consultant to carry out a peace advocacy and campaigning review.

The review will seek input from stakeholders and undertake analysis to identify a number of issues where there is significant potential for us to develop effective peace campaigning and advocacy work. It will also explore how, as part of a British faith church, with a long history of working for peace, QPSW can make a particular contribution on these issues at the present time. The project will inform QPSW staff and our governance committees as they seek to adapt our existing work in line with a new strategy. Our aim is to ensure that our future campaigning and advocacy work makes the most effective contribution it can to build a more peaceful world.

The review is to be undertaken asap after contract selection with final report deadline of 14 June 2022.

Deadline for proposals: 9am, Wednesday 16 March 2022.

We expect to have a conversation with most promising applicants on 21 March.

## Background

QPSW is a department of Britain Yearly Meeting (BYM), the main organisation of Quakers in Britain.

Quakers see peace as more than opposition to war and physical violence. It is a comprehensive approach to living in the world, which includes handling conflict in nonviolent ways and ensuring we avoid ways of living which damage the earth and which might sow the seeds for future violence. We believe that violence and the injustices that often give rise to it are not inevitable but the consequences of human decisions and structures. This also means that human actions can change the world for the better. This then leads us to work for a ‘just peace’, a peaceful world which is underpinned by principles of equality and justice.

Over the last few decades QPSW’s peace advocacy and campaigns work has focussed on stopping violent conflict and its drivers and promoting non-military means of building peace and security. Key themes have included disarmament and demilitarisation (including challenging the military budget and advocating investment in peacebuilding and support for real social needs, challenging the arms race, arms trade, nuclear weapons and other specific weapons systems.) We have also – often in conjunction with others - campaigned to challenge militarism, the militarisation of society and the glorification of war. We support conscientious objection to military service and the right not to pay for war. For more information see: [Quaker peace work | Quakers in Britain](https://www.quaker.org.uk/our-work/peace)

QPSW Central Committee (QPSWCC - the governing body for our work) has adopted a [new strategy for 2021-2025](https://www.quaker.org.uk/documents/qpsw-strategy-2021-2025). The committee has indicated that it wants our peace advocacy & campaigns work to consider peace more broadly. As part of this QPSW has been asked to consider whether, in addition to our more traditional focus, there is scope to incorporate learning from other practical and positive peacebuilding projects when setting our advocacy priorities.

QPSW (and the wider Quaker community) has practical experience of building peace in a wide variety of other ways, some of which could help to inform our future advocacy and campaigning peace work. These include:

* Peace Education
* Conciliation
* Developing and supporting other practical nonviolent alternatives to violence at national, international and community level
* Supporting and training in nonviolent ways of processing conflict and taking direct action to challenge violence and bring about positive change.

QPSWCC is particularly conscious that our work is not as effective when we work on many separate political themes at the same time. It is keen for the work to focus on one or a few areas where we can make the greatest impact at any one time.

Quaker work for peace and social change has several core principles that we do not expect to move away from:

* We work exclusively nonviolently
* We respect the core humanity of all people, irrespective of their actions
* We want to complement, not duplicate the work of others. This means that if we are led to work on the same issues as others, we expect to work collaboratively and need to be clear about the particular contribution we can bring.
* We frequently play a convening and networking role, including bringing people together
* We avoid speaking out on other country situations without the approval of Quakers in the country or those affected.
* We aim to work in ways that promote fairness and greater equality in the distribution of power and sharing of world resources, and which mirror the world we wish to see
* What we do and how we do it must be in line with Quaker positions and values, as identified/discerned by our governance bodies.

## Choice of consultant

We will be looking for the following criteria when selecting a reviewer:

* a track record of conducting similar mixed-method consultancy work in the social change sector
* expertise relating to major UK and global challenges to peace
* some understanding of the UK peace movement, the strengths and weaknesses of its main current approaches
* experience and understanding of what makes for effective campaigning and advocacy work
* some understanding of the Quaker community in Britain and the spiritual basis of our work, particularly in relation to our peace testimony
* the ability to propose a workable and effective work plan, commensurate with our expectations and resource limitations
* the ability to assess written materials, oral contributions, and programme data, to develop robust observations and conclusions
* the ability to present complex findings and recommendations in writing. This should be succinct, logical and to deadline
* value for money.

## Scope of review

The review should identify a small number of peace issues that offer the greatest opportunity for advocacy and campaigning work by QPSW. It should also explore how, as part of a British faith church, QPSW has the potential to make a particular contribution on these issues.

The project will inform QPSW staff and our governance committees as they seek to adapt our work in line with a new strategy. We expect that our future work will adopt a portfolio approach where we have a number of active concerns, but with the expectation that only one or a few of these will be actively worked on at any time. Active concerns can be considered in an intersectional way. Staff and governance committees will make periodic decisions about advocacy priorities based on current context, capacity and our ability to make a difference.

In undertaking the review, the consultant should take note of the following:

1. The broad Quaker view of peace as summarised in section 2.
2. The existing and potential relationships that QPSW has with other groups working for peace.
3. Opportunities for working in a way that promotes anti-racism and decolonisation, and on issues of concern to traditionally marginalised groups
4. Opportunities for working with other pieces of QPSW work, or that of other Quaker service agencies or peace bodies.
5. Whether there are opportunities for campaigning and advocacy work, to draw on practical Quaker peacebuilding projects.
6. The views of key partners and Quaker peace practitioners about the areas on which QPSW has the potential to make the most effective contribution.
7. Whether there are ways of working that we do not currently do but should consider.

We think the aims of our current peace advocacy & campaigning work need reviewing, so do not want to examine whether we are meeting those aims, except insofar as that tells us what is the most important, impactful and effective work we could do.

The final evaluation report should:

* present a summary of findings and conclusions, based on the scoping outlined above
* present options for developing this work and improving its effectiveness in 2022 and beyond

## Methods

The consultant will be responsible for driving and implementing the project, and will keep QPSW staff updated and seek feedback and input at all stages.

We expect that the evaluation should include:

* A review of existing work materials, including project plans, campaigning resources, policy documents and submissions, programme monitoring data, and records of minutes made by the committees which oversees this work.
* Interviews with relevant staff, committee members and selected Quakers with expertise in this field.
* Interviews with representatives of relevant Quaker peace activist groups, representative bodies (such as the Northern Friends Peace Board) and Quaker Service Agencies.
* Interviews with selected other key partners, and parts of the wider peace movement Contact is expected to be largely by email, phone, Zoom etc. Written records of conversations should be retained and wherever possible sent to the person concerned so that accuracy can be checked.
* An online survey, to gather input from a broader selection of people than can be reached through the interviews.
* A brief analysis of how the current political and social context (e.g. the evolving nature of peace and security challenges, policy and regulatory, environment and the wider public narrative) is likely to impact on peace campaigning & advocacy work.

Prospective consultants are asked to submit a proposed draft workplan as part of the expression of interest process. BYM staff expect to discuss and agree the process used as part of the selection process and in early conversations with the selected consultant. Where interviews and surveys are used, the consultant is expected to draft questions and request feedback before finalising.

BYM staff can provide existing programme information, make introductions to key contacts and help with the distribution of an electronic survey. BYM is not able to provide administrative support, support with the technical aspects of survey design/setup, or to carry out research to support the evaluation process.

The main BYM contact for the evaluator will be Suzanne Ismail - Head of Advocacy, Campaigns and Faith in Action. Additional background and context on will be provided by Daniel Jakopovich – Peace Lead.

## Deliverables

* A work plan, including support needed from BYM, to be shared for discussion and agreement before substantive work is started.
* A draft report and recommendations, to be shared with QPSW staff for comment and feedback by 30 May 2022
* A final report and recommendations to be submitted by 14 June (with the reviewer available for any final questions/clarifications within the following weeks).
* The final report should be concise and must address all the aspects listed under ‘Scope of review’ above. Appendices may be added if required, but the body of the report should be comprehensible without them. The report should include an executive summary.
* Updates for QPSW staff as the review progresses (to be agreed as part of evaluation plan).
* A copy of any survey data generated, anonymised if appropriate.

## Timings

* The review is to start as soon as possible after contractor selection, with draft and final reports to be delivered as above.

## Finance

* Fees and other expenses will be agreed with QPSW as part of selection process and evaluation plan.
* The total budget available for the review will not exceed £10,000. This must cover all costs including fees, VAT and all other costs and expenses.
* Please note that our expenses policy requires receipts to be submitted for all items claimed.
* There is a short supplier ‘on boarding’ process with which the consultant will need to engage, with support from Quaker staff.

## Ownership of outputs and data protection

* All outputs and intellectual property (including data sets) resulting from this research shall remain the property of Britain Yearly Meeting. Britain Yearly Meeting shall take all decisions regarding the publication of reports. Should the suppliers wish to publish further academic papers after carrying out this work then this will require the prior approval of Britain Yearly Meeting, which would in general be sympathetic to such requests.
* Reviewers should ensure that general data protection regulations are upheld throughout the review process. Any personal data acquired must be held securely and destroyed after completion of the contract. Reviewers must ensure that interviewees and survey respondents etc. are aware, and give permission on, how their personal data may be used.

## Application process

Interested parties are invited to submit a proposal to undertake this work by providing the following:

* A CV which is no more than 2 pages of A4.
* A covering letter/statement demonstrating suitability for the role
* A short draft work plan outlining how the applicant will approach the task as outlined in this brief. This should include timelines indicating your availability to start the project, suggested allocation of days to tasks and proposed costs associated with the work

Submissions should be sent to Suzanne Ismail - Head of Advocacy, Campaigns and Faith in Action , by 9am on Wednesday 16 March 2022

Suzanne is also available for informal conversations with interested parties ahead of submission.

Contact details: [suzannei@quaker.org.uk](mailto:suzannei@quaker.org.uk) 020 7663 1172