



MINISTRY OF FOREIGN AFFAIRS  
OF DENMARK  
*Denmark in Kenya*

Uraia



## TERMS OF REFERENCE

### I. General Information

**Title of Consultancy:** Political Spa Tool Kit Consultant

**Contract:** Individual(s)/Firm Consultant

**Duration:** 1 Month

**Supervisor:** Program Coordinator

**Closing Date:** 21<sup>st</sup> August 2025

### II. About Badili Africa

Badili Africa is a Pan-African women's rights organization based in Nairobi, Kenya. We cultivate and strengthen the leadership capacities of grassroots women and young women in the informal settlements and learning institutions by nurturing and supporting spaces that enable Chama women and young women to organize as leaders to influence local development plans, policies, and programs in ways that prioritize the needs of girls and women and those of their communities.

### III. Background

At Badili Africa, we are pioneering a bold, feminist innovation that reimagines civic education by intentionally targeting young women who are often disengaged or excluded from political spaces. Through our signature and flagship Political Spas and Glam Sessions, we merge makeup artistry, personal grooming, and civic dialogue to create safe, affirming, and accessible entry points for young women to explore their political agency. These sessions, particularly popular among young women in tertiary institutions and informal settlements, use beauty culture as both an incentive and equalizer, transforming traditional civic education into a space that is enjoyable, impactful, and deeply relevant.

Over the past four years, these transformative sessions have drawn young women, many of whom would otherwise avoid political discourse, into engaging conversations on voter registration, reproductive rights, women's political representation, the cost of living, and community development. This approach affirms that beauty and political consciousness are not mutually exclusive, but powerful tools when brought together to expand democratic participation and feminist leadership.

## **Purpose of the Consultancy.**

To design and develop a vibrant, intersectional, and feminist civic education toolkit that reflects the lived experiences, needs, and aspirations of young women, particularly those from marginalized communities, and supports their meaningful participation in civic and political life through platforms like the Political Spa sessions.

## **Objectives**

- To create an accessible, youth-friendly, and creative toolkit that demystifies civic engagement for young women, using culturally resonant and gender-affirming approaches.
- To integrate key themes of gender justice, digital safety, feminist leadership, and rights-based civic education into the content.
- To equip facilitators of Political Spa sessions with interactive, practical tools that foster critical reflection, agency, and action among young women.

## **IV. Responsibilities**

The consultant will work under the supervision of the program coordinator to do the following:

- Conduct consultations with young women, feminist organizers, and youth leaders to identify knowledge gaps and contextual needs in civic engagement.
- Design modular content covering topics such as:
  - > Democratic participation and political representation.
  - > Community organizing and public accountability
  - > Digital advocacy and safety
  - > Bodily autonomy and reproductive justice
  - > Intersectional feminist leadership
- Use relatable language, storytelling, visuals, and participatory learning methodologies throughout the toolkit.
- Ensure the toolkit is adaptable for both online and in-person delivery, especially within the Political Spa framework.
- Pilot the toolkit with a select group of young women and facilitators; gather feedback and revise accordingly.

## **V. Deliverables**

- Inception Report
- Draft Political SPA Toolkit (Digital & Print-Ready)
- Facilitation Guide
- Final Political Spa Toolkit (Digital & Print-Ready)
- Summary report outlining the development process, consultation insights, and key recommendations

<b>VI. Timeline</b>
<ul style="list-style-type: none"> <li>• The consultancy will run over a period of 4–6 weeks, covering:</li> <li>• Consultations and research</li> <li>• Toolkit drafting</li> <li>• Validation and revisions</li> <li>• Finalization and submission</li> </ul>
<b>VII. Qualifications and Key Competencies</b>
<ul style="list-style-type: none"> <li>• At least a Master's Degree in Gender Studies, Education, Communications, or any related field.</li> <li>• Proven experience developing interactive toolkits or curricula for youth, women, or grassroots communities.</li> <li>• Familiarity with gender-sensitive and inclusive design principles.</li> <li>• Ability to translate complex civic concepts into simple, engaging content.</li> <li>• Strong graphic design skills (or collaboration with designers) for visuals.</li> <li>• Experience facilitating co-creation workshops with diverse groups.</li> <li>• Experience with participatory methodologies (e.g., human-centered design).</li> </ul> <p><b>Preferred:</b></p> <ul style="list-style-type: none"> <li>• Portfolio of past toolkit/curriculum projects.</li> <li>• Experience working with non-profit organizations and/or feminist movements in Africa.</li> </ul>
<b>VIII. Submission of Application</b>
<p>Send your updated resume (no more than 4 pages), proposal, and a 1-page cover letter demonstrating your experience against the above criteria to <a href="mailto:info@badiliafrica.org">info@badiliafrica.org</a> by <b>COB Friday, 18 July 2025</b>.</p> <p>Badili Africa is proud to be an equal-opportunity employer. All qualified applicants will receive consideration for this opportunity without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, or any other characteristic protected by law.</p>
<b>IX. Terms of Service</b>
<p>This is a non-staff contract under the individual contractor modality of hiring at Badili Africa. The incumbent shall not be considered as staff of Badili Africa and is therefore not entitled to any privileges or any other special status or conditions as Badili Africa staff.</p>
<p><b>The Service Provider must disclose in writing any relationship (familial, personal, or professional) with Badili Africa staff. Canvassing or undisclosed conflicts will lead to disqualification or contract termination</b></p>