



**REQUEST FOR EXPRESSION OF INTEREST
(CONSULTANCY SERVICES - RECRUITMENT OF AN INDIVIDUAL CONSULTANT)
Selection of an Individual Consultant, POLITICAL ANALYST, (P2/1).**

Reference No. 4-ECW/PAPS/DAGS/10-06

1. The ECOWAS Commission is recruiting an Individual Consultant for POLITICAL ANALYSIS, under the Danish Africa Partnership for Peace and Sustainability (APPS V).
2. The overall objective of the ECOWAS component of the programme is to enhance ECOWAS' responses to peace, security and governance challenges in West Africa.
3. The scope of work of the Political Analysis Consultant will include assisting the ECOWAS Commission to provide timely background and analysis for ECOWAS decision-making organs relating to peace, security, and preventive diplomacy engagements in the Region. The Consultant will also liaise with staff of the Directorate of Political Affairs, the Early Warning Directorate, the Directorate of Peace Keeping, and Regional Security, the Resident Representative Offices to provide actionable recommendations that can contribute to addressing the proximate and root causes of conflicts in the region. The Consultant will be in the Mediation and Coordination of Regional Political Affairs (MCRPA) Division, in the Directorate of Political Affairs under the ECOWAS Department of Political Affairs, Peace and Security. He/she will report directly to the Programme Officer in Charge of Mediation, under the supervision of the Head of Division, MCRPA, and will support the Directorate in any other tasks as directed by the Director of Political Affairs, in fulfilment of ECOWAS' political affairs, peace and security mandate.
4. The contract shall be for a period of one (1) year (renewable, subject to conditions).
5. The services to be provided by the Consultant ("the Services") shall take into consideration the following duties and responsibilities:

In relation to monitoring political developments in the region:

- Collect and analyze data related to peace and security in the Region and drawing from the Commission's resources, including early warning, as well as from outside sources;
- Consolidate relevant reports from academic journals, think tanks, and international, regional, or national non-governmental organizations on emerging peace and security threats in the region;
- Monitor and assess trends, drivers, triggers, and risks of conflicts in the Member States;
- Prepare country-specific and/or thematic reports and briefs on political and security developments in the region;
- Prepare memos, concept notes, and other supporting documents related to peace and security trends in the region;
- Provide briefings, presentations, and talking points on regional peace and security challenges in Member States;
- Propose recommendations for ECOWAS management and decision-making organs relating to possible responses to political or security crises in the Member States;

In relation to preventative diplomacy, assist with the design, development and implementation of preventive diplomacy initiatives being undertaken by the ECOWAS Council of the Wise and FemWise West Africa, in particular:

- Administrative, technical, logistics and secretarial support to the ECOWAS Council of the Wise and FemWise West Africa.
- Support the organization of the meetings/retreats and missions of the ECOWAS Council of the Wise and FemWise West Africa and other preventive diplomacy mechanisms;
- Provide relevant information for the execution of the mandates of the ECOWAS Council of the Wise and FemWise West Africa, including the development of research, advisory and capacity building opportunities on mediation, negotiation and peace processes.

- Support the development of relevant policy and operational tools and documents, including standard operating procedures (SOPs) and guidelines for the effective operationalization of FemWise.
- Support the creation and management of database of both female and male eminent personalities of various social backgrounds from ECOWAS Member States for consideration for membership of the ECOWAS Council of the Wise and FemWise West Africa.
- Assist in preparing statements, talking points, speeches and other documents for the Chairpersons of the ECOWAS Council of the Wise, FemWise West Africa and other senior management.
- Perform any other tasks required for the smooth functioning of the ECOWAS Council of the Wise, FemWise West Africa and the overall preventive diplomacy activities of the Directorate of Political Affairs.

6. The ECOWAS Commission therefore invites eligible Individuals Consultants to express their interest in providing the services. **Interested Individual Consultants who are citizens of ECOWAS Member States shall provide information showing that they have the qualifications and experiences to provide the requested services.** The candidates are to meet the criteria set out below:

Qualifications:

- Shall possess a Bachelor's degree in either Political Science, International Relations, or Development Studies, or any other related field. A Master's degree in any of these areas would be strong asset.

Experience:

- Shall demonstrate a minimum of 5 years of professional experience in political affairs, peace and conflict analysis, mediation and preventive diplomacy.
- Sound knowledge of political trends and peace processes in the ECOWAS Region and a broad understanding of peace and security terminology and programming.
- Shall demonstrate executing two (2) similar assignments with either Regional/International Organisations or Non-Governmental Organisations.
- Experience in working on Women, peace and security and gender mainstreaming.
- Previous similar work experience with Regional or International Organisations will be an advantage.

Competences

- a. Professional – Thorough understanding of the political, social, governance, economic, cultural and security environment/ dynamics in West Africa. Sound knowledge of and exposure to a range of dialogue and mediation facilitation issues, to include approaches and techniques to address Track I, Track II and other forms of community-based conflicts. Good knowledge of institutional mandates, policies and guidelines related to conflict prevention, preventive diplomacy and mediation. Ability to identify, evaluate and integrate information from a variety of sources and assess impact on the conflict management in the region.
- b. Communication – Strong communication (spoken, written and presentation) skills, including the ability to produce a variety of written reports in a clear, concise style, to deliver training presentations to external audiences, to build/maintain effective partnerships, to manage information and public information activities.
- c. Planning and Organizing – Ability to establish priorities and to plan work assignments, juggle competing demands and supervisory tasks, and work under pressure of frequent and tight deadlines.
- d. Teamwork – Proven interpersonal skills and ability to work in a multi-cultural, multi-ethnic environment with sensitivity and respect for diversity.

IT Skills:

Good computer skills, including proficiency in word processing, spreadsheets, data analytical tools and other relevant software packages.

Language:

- Fluency in oral and written expression in at least two of the ECOWAS Official languages (English/French/Portuguese) is required. Proficiency in English and French language skills would be an advantage.

(NB: The ECOWAS Commission would like to draw the attention of interested consultants to Article 117 of the revised ECOWAS Procurement Code on “Fraud and Corruption”, which provides information on fraudulent or corrupt practices in competition or contract execution. Furthermore, candidates are invited to take cognisance of the specific

information on conflict of interest related to this consultancy service, under **Article 118 of the revised ECOWAS Procurement Code.**)

7. The selection of the Consultant will be made following the criteria for the *Selection of Individual Consultants* set out in the Guidelines for Consultants. Interested Consultants may obtain more information by contacting the Procurement Division at the email below during working hours, i.e., **Monday to Friday, from 9:00 am to 5:00 pm (GMT +1). Email: ikkamara@ecowas.int**, with copies to: sbangoura@ecowas.int; cgnacadjia@ecowas.int;
8. Expressions of interest (**1 original and 3 copies**) must be submitted in sealed envelopes marked “**Selection of an Individual Consultant, POLITICAL ANALYST (ECPF)**”, no later than **10 July 2025 at 11:00 a.m. (Nigerian time)** to the following address:
**Department of Internal Services,
Procurement Division,
1st Floor, ECOWAS Commission Headquarters,
Plot 101, Yakubu Gowon Crescent,
Asokoro District, Abuja, NIGERIA**

Please note that electronic submissions are also **ACCEPTED** and should be sent to the email addresses mentioned in paragraph 7 above.

Commissioner for Internal Services