



Terms of reference

COORDINATION CONSULTANT – COALITION FOR SOCIAL INVESTMENT FINANCE IN COMMON

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1. Presentation of the Prescribing Service

The French Development Agency (AFD) is a public financial institution that has been at the forefront of international development for nearly eighty years. Through its financing mechanisms—including grants, loans, guarantees, and debt-relief contracts—AFD supports projects and programs that foster economic, social, and environmental progress in developing countries and the Overseas Territories of France.

Finance in Common is the global network of all Public Development Banks (PDBs), which aims to align financial flows on the 2030 Agenda and Paris Agreement for Climate Change. Its objective is to strengthen partnerships among PDBs to accelerate the convergence towards shared standards and best practices, to support banks' commitments to shift their strategies towards sustainability, and to give PDBs more visibility in the global fora discussing international policy issues. By mobilizing PDBs and crucial stakeholders, from private sector to civil society organizations, the FICS aims to encourage more coherent approaches to make the whole development finance system consistent with our common climate and sustainability objectives.

The Finance in Common Summit is headquartered within the Agence Française de développement (AFD) in Paris. FICS members joined forces within 12 Thematic Coalitions, organized around major issues of interest for PDBs, from climate to urban challenges. Thematic Coalitions allow members to share good practices, expertise and experiences. Through the FICS Thematic Coalition, PDBs learn and engage amongst peers, advance collaboration on the ground, and ultimately strengthen their impact.

2. Mission context and objectives

Development banks play a central role in achieving the Sustainable Development Goals (SDGs) and advancing a social justice agenda that fosters opportunities for climate, the economy, and the promotion of essential public goods for conflict prevention. They possess a unique ability to mobilize substantial financial resources from private and public sectors, philanthropists, and multi-sectoral technical expertise, as well as influence policies to maximize funding for fairer transitions, preserving our planet (climate and biodiversity), and driving impactful social investments for populations regarding health, employment, and social protection.

The Coalition for Social Investment is one of the first coalitions of [Finance in Common Summit \(FiCS\)](#). It was launched in 2020 by the Council of Europe Development Bank (CEB) and the AFD, with the WHO and ILO as sponsors. The UNDP and OECD are associate partners on accountability frameworks and aligning finance with social ESG criteria. The coalition includes 14 founding members such as the EIB, BOAD, Fonplata, TSKB, and several regional public bank networks (WFDFI, AADFI, ALIDE). A joint secretariat has been hosted at the AFD and CEB since its inception.

Equipped with a roadmap developed from the needs of around fifty public, regional, national, or local banks surveyed, the coalition's mission is to:

1. Advocate internally and externally to raise ambitions of Development Banks (DBs) in social investment. A position paper was produced to support its members and several FiCS side-events, emphasizing the ecological, economic, and security benefits of social investments.
2. Highlight flagship operations aimed at strengthening access to social services (education, training, health, employment, social protection, and housing).
3. Enhance accountability by working on "results and impact" indicators in collaboration with the OECD and the Global Steering Group on Impact Assessment in the private sector.

The coalition organizes several events annually with its members and other stakeholders, including think tanks focused on social investment. Three thematic working groups have operationalized these objectives and expanded the number of engaged banks:

1. **Health/Climate Group** launched in July 2023 during the New Financial Pact Summit by the World Bank, Climate Investment Fund (CIF), and Asian Development Bank (ADB), in collaboration with FiCS and the AFD.
2. **Employment/Social Protection for Just Transitions Group**, initiated in March 2024 with the UN Global Accelerator, specifically the Employment and Social Protection Accelerator led by the ILO.
3. **Education:** this working group has been launched in February 2025 and activities are yet to take place, with the support of UNESCO and the Global Partnership for Education

A consultant is needed to support the work of thematic working groups and coordinate actions within the C4SI in mobilizing synergistic financing.

4. Subject matter of the contract

The selected consultant will be bound to AFD by a public procurement contract for intellectual services. He or she will work under the direction of AFD and will be positioned in support to the FICS C4SI in Paris. He will provide support and expertise in particular to the focal point for the C4SI within the AFD Executive Directorate of Sustainable Development Solutions (SDD), namely the Health and Social Protection Division (SAN), and the Education, Training and Employment Division (EDU).

5. Expected benefit from this consultation

5.1 Detail of the expected service

As part of the Coalition for Social Investment of Public Development Banks (PDBs), launched during the first FiCS Summit in November 2020, the consultant will handle the following tasks related to content production and coalition management:

- Support overall coordination of the Coalition and its working groups, including maintaining member lists, contacting potential new members (especially regionally and nationally), organizing member meetings, and preparing and recording minutes.
- Regularly disseminate information to members, including meeting summaries, member publications, and relevant research.
- Assist in forming a working group on social infrastructure for education and training, in collaboration with UNESCO and the Education Financing Coalition established in Paris in June 2022, the GPE as well as the Global Accelerator on Employment and Social Protection for Just Transitions (led by ILO).
- Support the organization or participation in roundtables (virtual or hybrid) hosted by the Coalition, particularly during major events like FiCS Summits, Climate Conferences (COP), Paris Peace Summits, or the Paris Dialogue for Sustainable Development.
- Coordinate and draft deliverables from Coalition events (webinars, roundtables).
- Update the survey on social investment among PDBs to enhance understanding of social investment scope within each bank, team structures, types of support and financing, tool needs, methodologies, etc.
- Contribute to and coordinate with the FiCS "Research" component and the AFD-INSE database on PDBs to advance discussions on defining "social infrastructure" and "social investments" and their actions and impacts. Support dissemination efforts to enhance accountability on impact measurement in these areas (health, climate, employment, just transitions).
- Draft analytical notes and summary documents, including existing data and studies on social investment topics, such as aligning development financing with SDGs, measuring social outcomes, and addressing social investment needs and financing. Share findings, particularly with national banks.

This work requires collaboration with various teams within the AFD and CEB (co-leads of the Coalition), the FiCS General Secretariat, and partnerships with public and private sectors, strategy, and communication teams. It also involves interaction with numerous institutional partners, including PDBs and international organizations (UN agencies, research institutions, knowledge centers).

5.2. Expected mission indicators

- Meetings: 2 official Coalition member meetings per year
- Information management improved : list of resources, mailing list,
- Deliverables: 3-4 (survey, flyer, 2 new analytical notes produced)
- Events: Support for 2 in person events (FiCS and COP) and organization of 2 webinars
- Declaration Signatories: Aim for additional 15-20 signatories by the end of 2026 (currently 12 signatories and 15 non-signatory participants).

5.3. Delivery/execution conditions and contact persons

The consultant will have to respond at each type of missions but also he will have to send a monthly activity report to AFD.

6. Required qualifications

- Higher education and at least five years of relevant professional experience (e.g., development and financing, SDGs, international relations, particularly with international finance actors).
- Knowledge of the international development/finance sector and public banks.
- Experience coordinating international actors and advocacy.
- Experience with international development projects, particularly social and climate topics (education, training, employment is a plus).
- Fluency in English and French; proficiency in Spanish and/or Portuguese is a plus.

7. Validation of deliverables by AFD

7.1 Deliverables validation process

The deliverable validation process is outlined in the single contract : the AFD C4SI focal point within SDD will be the final validator.

7.2 Criteria for validation of deliverables

The criteria for validation will be :

- ☐ The clarity and readability of the deliverable,
- ☐ The respect of deadlines,
- ☐ Compliance with the scope of the Service requested,
- ☐ The operational nature of deliverables conclusions.

8. Constraints imposed by AFD

The licensee undertakes to designate a single point of contact responsible for monitoring this contract.

8.1 Use of the French & English languages

The execution of the contract requires the permanent use of the French and English languages in relations with the client: documents, meetings, minutes, telephone calls, e-mails, all deliverables, etc.

8.2 Access to service provider personnel

Upon notification of the contract, the service provider will have at his disposal existing documentation relating to the subjects on which he will intervene.

9. Means made available to the Service Provider

He will have access to the AFD information system. He will have an electronic and physical workstation on AFD premises.

10. Estimated service schedule

An estimated amount of 140 days to be spread over 12 months on the basis of the agreed workplan. Part-time remote work possible.