

## Terms of Reference

### We-Fi Knowledge and Learning Consultant

#### Short-term Consultancy

##### About the Women Entrepreneurs Finance Initiative (We-Fi)

The [Women Entrepreneurs Finance Initiative](#) (We-Fi) was created in recognition of the critical role played by women's entrepreneurship in empowering women, creating jobs, boosting inclusive economic growth, and ending poverty. The Initiative, established in 2017, harnesses the public and private sectors to open new doors for women entrepreneurs across the developing world. We-Fi is housed at The World Bank and its programs are implemented by six Multilateral Development Banks: African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, Inter-American Development Bank, Islamic Development Bank and the World Bank Group (World Bank and IFC). We-Fi is funded by 14 donor governments who have committed over \$363 million to date. This collaborative partnership among governments, multilateral development banks, and other stakeholders has been designed to mobilize significant additional financing for women-owned/led small and medium enterprises (WSMEs) in developing countries, including in the most challenging environments. Through five financing rounds, We-Fi has allocated \$240 million to projects, leveraging \$5.3 billion in additional financing for WSMEs across 83 countries.

We-Fi is focused on achieving sustainable, systematic, and scalable solutions focused on:

1. **Increasing Access to Finance.** We-Fi provides capital, risk mitigation, and capacity building to enable financial intermediaries to expand women entrepreneurs' access to debt, equity, venture capital, and insurance.
2. **Access to Training, Mentoring, and Networks.** We-Fi builds the capacity of women entrepreneurs and connects them to mentors and networks to take their businesses to the next level.
3. **Increasing Access to Markets.** We-Fi creates more linkages for WSMEs to access new markets and works with corporations to include WSMEs in domestic and global supply chains.
4. **Improving the Enabling Environment.** We-Fi works with public and private sector actors to break down gender biases and legal and regulatory constraints that women entrepreneurs face in running their businesses.

We-Fi is overseen by a Governing Committee comprising representatives from the governments of the founding contributors as decision-makers, with other key stakeholders participating as observers. The Governing Committee oversees strategic planning and programming, fund management, work planning and budgeting, development of operational policies and procedures,

and results monitoring. The We-Fi Secretariat supports the Governing Committee in all of its work. It manages day-to-day operations, prepares policies and procedures, and manages partner relations and stakeholder engagement.

### **Scope of Work & Deliverables**

This assignment will be in We-Fi's Knowledge and Learning area, which is dedicated to better understanding what works (and what doesn't) in supporting women entrepreneurs. Through We-Fi's evidence and knowledge work, we aim to synthesize evidence and disseminate actionable insights to improve programming and policies promoting the growth of WSMEs. This involves not only surfacing evidence and data from We-Fi's own programs but also synthesizing evidence from the broader landscape to provide a more comprehensive, informed foundation for program design and policy-making.

The objective of this assignment is to support the research, evidence synthesis, and writing of technical and practical knowledge products. This includes short evidence and practice synthesis notes, designed to deliver clear, actionable insights for stakeholders and partners. Each deliverable from this assignment will serve as a building block in We-Fi's ongoing effort to create a larger, cohesive body of knowledge, intended to inform and elevate programming and policymaking.

The priority areas include but are not limited to the following:

- Write practical guidance notes based on insights and lessons learned from We-Fi Implementing Partners and external knowledge partners (e.g., on acceleration, training etc.)
- Develop short technical evidence snapshots and/or thematic policy notes on select focus topics based on the We-Fi Evidence Paper (e.g., within access to finance, access to skills, access to markets, and the enabling environment)
- Support with the creation of additional knowledge products, including extracting key insights from knowledge-sharing and learning events/webinars.
- Support with building We-Fi's evidence base by continuously identifying and curating new studies and industry reports and keeping the We-Fi Knowledge Portal updated
- Carry out additional analysis based on available data sources (WB Enterprise Surveys, OECD, GenderNet data, Global Entrepreneurship Monitor, and other data sources)
- Collaborate closely with We-Fi's Senior Operations Officer, Communications Officer, and Knowledge Officer, and other stakeholders for publications (e.g., editor, production company)
- Discreet deliverables, and technical analysis

## **Deliverables and Timeline**

### *Deliverables:*

- Develop 2-3 practical guidance notes
- Update and further develop focus areas evidence snapshots
- Support research, writing, and publishing of other knowledge products
- Discreet deliverables

### *Timeline:*

- The assignment is expected to begin on February 1, 2025

## **No. of days and reporting lines of assignment**

- The contract will be for approximately 70 days (with potential extension)
- The daily rate will be determined in accordance with the World Bank remuneration guidelines
- The STC will report to the Head of the We-Fi Secretariat

## **Selection Criteria**

The candidate should have the following experience:

- Master's Degree in a relevant field (International Development, Entrepreneurship, Gender Studies, Public Policy, Business Administration or Economics)
- Experience in carrying out research and publications (incl. qualitative research, evidence reviews etc.), identifying credible data sources, and analyzing datasets
- Technical writing skills and ability to conceptualize effective knowledge products
- Expertise and technical knowledge in areas of entrepreneurship and gender
- Practical experience, ideally with prior professional engagement within a multilateral development bank
- Ability to apply a practical approach to problem solving, produce high quality work outputs, and adapt to competing and unexpected demands
- Strong command of English, and ability to convey complex ideas in a clear and engaging manner
- Should be a self-starter, with a demonstrated high level of initiative

- Strong organizational and interpersonal skills, collaborative mindset, ability to meet deadlines and to manage multiple tasks effectively and efficiently
- Availability to begin work

**To submit an application**

Please submit your CV alongside a cover letter to [we-fi@worldbankgroup.org](mailto:we-fi@worldbankgroup.org) by **11:59 pm (EST) Jan 7th, 2025**. Please write '**Application for We-Fi Knowledge and Learning Consultant**' in the subject line.