

TERMS OF REFERENCE (TOR)

Pool of Circular Economy Experts

Project Title: Circular Innovation Contest

Client / Organizations: Yunus Environment Hub Philanthropy gGmbH

Location: Remote

Project Start: May 2024

Project Duration: 12 Months

Service Days for entire expert pool: 209

Reference Number: YEHP24-03

1. Background

Innovation is a key-lever for a circular economy. The Circular Innovation Contest aims to support innovative and inclusive business solutions towards a circular economy in priority countries of the German development cooperation.

Innovative solutions will be required to contribute to one of three tracks:

- Reuse, refurbishment, and repair (RRR) of electrical and electronic equipment (EEE)
- Upstream solutions in the plastics value chain
- The integration of digitization and interoperable data models

Yunus Environment Hub (YEH) is looking for dynamic and experienced Circular Economy Experts to support program participants to design, develop and implement inclusive circular strategies, solutions and business models.

2. Scope of work

The experts will be responsible for:

- a) Preparation and facilitation of ideation, inception and visioning bootcamps, masterclasses and coaching sessions as per the program's plan.
- b) Evaluation of the design and implementation plans of the selected circular innovations.
- c) Working with the project team, PREVENT partners and selected participants to develop and test, validate and scaling the new circular Innovations.
- d) Leading the reformulation of circular business models to stabilize revenue and develop precise circular economy strategies.
- e) Supporting the assessment of funding proposals and due diligence processes.
- f) Supporting the project team in ensuring the accuracy and completeness of the program's M&E Evaluation Reports.

3. Job Capacity and Requirements

- A bachelor's degree in a relevant field such as economics, sustainability, environmental science, or project management.
- 6+ years of relevant experience and knowledge of inclusive circular economy business models, waste management sector, and relevant stakeholders will be an advantage.
- Knowledge of country specific regulations, policies, and initiatives related to circular economy and sustainability is beneficial.
- Sound understanding of Circular Economy and Just Transition concepts and principles and their implementation in business practice.

- Proven Social Business coaching skills.
- Experience in managing complex projects with multiple stakeholders and possess excellent interpersonal skills.
- High proficiency in communicating with different stakeholders from different systemic backgrounds.
- Language requirements: fluent in English.

4. Budget and Application

We are looking forward to receiving your **application, CV, and day rate offer quotation in Euros** inclusive of all costs and taxes. You are advised to use this link to generate the forex rates: [Exchange rate \(InforEuro\) \(europa.eu\)](https://europa.eu/exchange-rate-inforeuro/). Selection will be based on both technical bid and financial offer. Number of service days to be delivered per expert will be decided based on the project requirements. We are looking to hire one long-term expert to accompany the project for the entire period and one (or two) short-term experts to support on demand during trainings and mentoring sessions with specific know-how relevant to the selected participants.

Please send your offer by e-mail to tenders@yunuseh.com by **30th May 2024**. Questions can be directed to the same email address until 29th May 2024.