

Tasks / Milestone	Deliverables / Outputs	Timeline / Deadline
1. Development and implementation of global Partner Calls (prep including invite, talking points, NFR, and content)	Deliverable 1: Partner Call #1	4 working days; By 31 August 2023
	Deliverable 2: Partner Call #2	4 working days; By 31 October 2023
	Deliverable 3: Partner Call #3	4 working days; By 31 December 2023
	Deliverable 4: Partner Call #4	4 working days; By 28 February 2024
	Deliverable 5: Partner Call #5	4 working days; By 30 April 2024
	Deliverable 6: Partner Call #6	4 working days; By 30 June 2024
2. Development of monthly GWC newsletters	Deliverable 7: newsletter #1	4 working days; By 31 July 2023
	Deliverable 8: newsletter #2	4 working days; By 31 August 2023
	Deliverable 9: newsletter #3	4 working days; By 30 September 2023
	Deliverable 10: newsletter #4	4 working days; By 31 October 2023
	Deliverable 11: newsletter #5	4 working days; By 30 November 2023
	Deliverable 12: newsletter #6a	4 working days; By 31 January 2024
	Deliverable 13: newsletter #7b	4 working days; By 31 January 2024
	Deliverable 14: newsletter #8	4 working days; By 28 February 2024
	Deliverable 15: newsletter #9	4 working days; By 31 March 2024
	Deliverable 16: newsletter #10	4 working days; By 30 April 2024
	Deliverable 17: newsletter #11	4 working days; By 31 May 2024
	Deliverable 18: newsletter #12	4 working days; By 30 June 2024
3. Lead the development and dissemination of the GNC annual report	Deliverable 19: Lead the development and finalisation of the GNC annual report	10 working days; By 31 March 2024
4. GNC Website maintained (events, jobs, resources and banners) and updated	Deliverable 20: Regular maintenance and update (About Us) #1	2 working days; By 31 July 2023
	Deliverable 21: Regular maintenance and update (Partnership and SAG; plus forms in links) #2	5 working days; By 31 August 2023
	Deliverable 22: Regular maintenance and update (Helpdesk/remote/in-country support) #3	2 working days; By 30 September 2023
	Deliverable 23: Regular maintenance and update (coordination toolkit) #4	2 working days; By 31 October 2023

	Deliverable 24: Regular maintenance and update (IM toolkit) #5	2 working days; By 30 November 2023
	Deliverable 25: Regular maintenance and update (capacity strengthening folder) #6	2 working days; By 31 December 2023
	Deliverable 26: Regular maintenance and update (Annual meeting) developed #7	2 working days; By 31 January 2024
	Deliverable 27: Regular maintenance and update (External engagement page) #8 (5 days)	5 working days; By 28 February 2024
	Deliverable 28: Regular maintenance and update (Internal engagement page) #9	2 working days; By 31 March 2024
	Deliverable 29: Regular maintenance and update (Influencing and advocacy page) #10	7 working days; By 30 April 2024
	Deliverable 30: Regular maintenance and update (All relevant sections in light of Technical Alliance redesign) developed #11	2 working days; By 31 May 2024
	Deliverable 31: Regular maintenance and update (All relevant sections in light of Technical Alliance redesign) developed #12	2 working days; By 30 June 2024
5. Chairing and actioning outputs of the Advocacy and Communications Working group	Deliverable 32: Monthly meeting and outputs #1	2 working days; By 31 July 2023
	Deliverable 33: Monthly meeting and outputs #2	2 working days; By 31 August 2023
	Deliverable 34: Monthly meeting and outputs #3	2 working days; By 30 September 2023
	Deliverable 35: Monthly meeting and outputs #4	2 working days; By 31 October 2023
	Deliverable 36: Monthly meeting and outputs #5	2 working days; By 30 November 2023
	Deliverable 37: Monthly meeting and outputs #6	2 working days; By 31 December 2023
	Deliverable 38: Monthly meeting and outputs #7	2 working days; By 31 January 2024
	Deliverable 39: Monthly meeting and outputs #8	2 working days; By 28 February 2024
	Deliverable 40: Monthly meeting and outputs #9	2 working days; By 31 March 2024
	Deliverable 41: Monthly meeting and outputs #10	2 working days; By 30 April 2024
	Deliverable 42: Monthly meeting and outputs #11	2 working days; By 31 May 2024
	Deliverable 43: Monthly meeting and outputs #12	2 working days; By 30 June 2024

6. Develop and implement GNC social media campaigns, including increasing overall followers and engagement	Deliverable 44: GNC social media campaign developed and implemented #1 (2 days)	2 working days; By 31 August 2023
	Deliverable 45: GNC social media campaign developed and implemented #2 (2 days)	2 working days; By 31 October 2023
	Deliverable 46: GNC social media campaign developed and implemented #3 (2 days)	2 working days; By 31 December 2023
	Deliverable 47: GNC social media campaign developed and implemented #4 (2 days)	2 working days; By 28 February 2024
	Deliverable 48: GNC social media campaign developed and implemented #5 (2 days)	2 working days; By 30 April 2024
	Deliverable 49: GNC social media campaign developed and implemented #6 (2 days)	2 working days; By 30 June 2024
7. Contribute towards the Nutrition Coordination evidence-base	Deliverable 50: GNC Case study (Ethiopia) #1	2 working days; By 31 July 2023
	Deliverable 51: GNC Case study (RO support, or TBC) #2	2 working days; By 31 September 2023
	Deliverable 52: GNC journal article #3	2 working days; By 30 November 2023
	Deliverable 53: GNC Journal article #4	2 working days; By 31 January 2024
	Deliverable 54: GNC journal article #5	2 working days; By 30 March 2024
8. Develop and implement event communications packages for in-person events (Aidex, GNC Annual Meeting, Humanitarian Partnerships Week, EU Humanitarian Forum, or other)	Deliverable 55: Develop and implement event communications package for in-person event #1	2 working days; By 31 August 2023
	Deliverable 56: Develop and implement event communications package for in-person event #2	2 working days; By 31 October 2023
	Deliverable 57: Develop and implement event communications package for in-person event #3	2 working days; By 31 December 2023
	Deliverable 58: Develop and implement event communications package for in-person event #4	2 working days; By 28 February 2024
	Deliverable 59: Develop and implement event communications package for in-person event #5	2 working days; By 30 April 2024
	Deliverable 60: Develop and implement event communications package for in-person event #6	2 working days; By 30 June 2024
9. Develop and implement event communication packages,	Deliverable 61: Develop and implement event communications package for online event #1	2 working days; By 31 July 2023

including video editing, for online events	Deliverable 62: Develop and implement event communications package for online event #2	2 working days; By 31 September 2023
	Deliverable 63: Develop and implement event communications package for online event #3	2 working days; By 30 November 2023
	Deliverable 64: Develop and implement event communications package for online event #4	2 working days; By 31 January 2024
	Deliverable 65: Develop and implement event communications package for online event #5	2 working days; By 30 March 2024
	Deliverable 66: Develop and implement event communications package for online event #6	2 working days; By 31 May 2024
10. Support with global GNC events	Deliverable 67: Lead and implement the event communications package for the GNC Global Meeting	10 working days; By 31 December 2023
	Deliverable 68: Support Global Meeting follow-up/action points pertaining to Comms	5 working days; By 31 January 2024
11. Support knowledge Management	Deliverable 69: Lead the development of a joint knowledge management strategy with the Technical Alliance	12 working days; By 31 May 2024
12. Support the updating of the GNC financing report	Deliverable 70: Lead the updating of the GNC financing report; with input from the technical arm of the GNC	6 working days; By 30 June 2024
13. Lead the drafting and finalisation of donor reports	Deliverable 71: Development of BHA donor report #1 (3 days)	3 working days; By 31 August 2023
	Deliverable 72: Development of BHA donor report #2 (3 days)	3 working days; By 28 February 2024
14. Support with strengthening the GNCs identity for internal and external engagement	Deliverable 73: Develop a GNC narrative (10 days)	10 working days; By 31 July 2023
	Deliverable 74: Develop a multi-year communications strategy (10 days)	10 working days; By 30 September 2023
	Deliverable 75: Develop key messages based on new narrative (6)	6 working days; By 31 October 2023
	Deliverable 76: Develop a video "who we are" (9 days)	9 working days; By 30 November 2023