

Healthy Caribbean Coalition (HCC) Consultancy Advert

6 October 2026

HCC Membership Engagement Strategy Development Consultant

Short-Term Consultant | 12-Day Consultancy

Join the Healthy Caribbean Coalition

The Healthy Caribbean Coalition (HCC) is a Caribbean alliance of civil society organisations whose mission is to harness the power of civil society - in collaboration with key national, regional and global partners - to galvanise bold action for NCD prevention and care in the Caribbean, leaving no one behind.

HCC is seeking a Membership Engagement Strategy Development Consultant to develop a practical and forward-looking Membership Engagement Strategy to strengthen, formalise and systematise engagement with its diverse membership. Building on the Membership Engagement Mapping Report (Phase 1) and aligned with the HCC 2025-2030 Strategic Plan, the consultancy will define clear engagement priorities, pathways and mechanisms and develop practical tools to support implementation and monitoring.

I. Why Join the HCC

- Join a committed, collaborative, mission-driven team.
- Make a meaningful contribution to improving health across the Caribbean.
- Work with leading regional and international partners.
- Enjoy flexible, remote working arrangements.
- Grow professionally while supporting meaningful national and regional impact.

II. The Role

The Consultant will develop a comprehensive Membership Engagement Strategy aligned with the HCC 2025-2030 Strategic Plan, building on the findings and recommendations of the Membership Engagement Mapping Report. The Strategy will strengthen member participation in HCC governance, programmes and advocacy; promote stronger two-way communication, shared ownership and accountability; and develop practical tools to support implementation and monitoring.

III. Key Responsibilities

- Review key organisational documents including the Membership Engagement Mapping Report, HCC 2025–2030 Strategic Plan and other relevant organisational documents, systems and processes.

- Develop a practical Membership Engagement Strategy, including engagement goals and measurable objectives; engagement pillars aligned with the HCC 2025–2030 Strategic Plan; membership value proposition and mutual accountability; recruitment, onboarding, retention and re-engagement; structured engagement mechanisms; roles of membership in governance, leadership and accountability; support for member resource mobilisation, joint resource mobilisation, collaborative programme development and, where feasible, onward granting to enable member-led action; a Monitoring and Evaluation Framework; an Implementation Roadmap; an Annual Membership Engagement Calendar and Template; and recognition and visibility mechanisms.
- Support member consultation, review and analyse feedback, appropriately integrate member feedback into the Strategy, and finalise the Membership Engagement Strategy and all associated tools and templates.

IV. Qualifications and Experience

- Advanced degree or equivalent professional experience in organisational development, public health, international development, civil society engagement or a related field.
- Demonstrated experience developing membership, stakeholder engagement, organisational development or network-strengthening strategies.
- Experience facilitating consultations and translating stakeholder input into practical strategies, tools and implementation plans.
- Strong analytical, facilitation and report-writing skills.
- Experience working with civil society organisations, regional networks and/or public health programmes in the Caribbean would be an asset.

V. Contract Details

- Position: Membership Engagement Strategy Development Consultant
- Engagement: Short-Term Consultant
- Duration: 12 days
- Contract Period: 1 November - 15 December 2026 (*Flexible - TBC*)
- Reporting: HCC Executive Director
- Location: Remote

VI. How to Apply

Interested candidates should submit:

- A cover letter outlining their suitability for the consultancy.
- A current curriculum vitae (CV).
- Contact details for three professional referees.

Applications should be emailed to HCC at apply@healthycaribbean.org with the following subject: *HCC Membership Engagement Strategy Consultant Application – [INSERT FULL NAME]*.

Applications from suitably qualified candidates from across the Caribbean are strongly encouraged.

Deadline for submission of applications is **23 October 2026**.