

TERMS OF REFERENCE (TOR): CONSULTANCY FOR LIVE BAND PERFORMANCE AT THE MIZIZI ELIMU AFRIKA STRATEGY LAUNCH (3 FEBRUARY 2026)

Background

Zizi Afrique Foundation (ZAF) is an African-led not-for-profit organisation founded in 2017 and formally registered in 2018. The Foundation exists to ensure that all children and youth in Africa—especially those furthest behind, develop the foundational skills they need to learn, relate, and thrive. ZAF works in partnership with governments, communities, and civil society across Africa and is guided by its Vision 2040 Strategy (2026–2040), which positions the organisation as a catalyst for systems change in education. As part of Vision 2040, Zizi Afrique Foundation is transitioning to a new organisational identity: Mizizi Elimu Afrika (MEA), reflecting its African roots, commitment to foundational learning, and continental ambition. On 3rd February 2026, Zizi Afrique Foundation will officially launch its new name and strategy at the Kenya Institute of Special Education (KISE) Hall. The Strategy Launch is a high-level, hybrid event bringing together government officials, development partners, civil society, educators, youth, and other stakeholders. To complement the formal programme and enrich the event experience, ZAF seeks to engage a professional live band to provide appropriate musical accompaniment during designated segments of the event.

Objectives of the Assignment

The overall objective of this consultancy is to provide high-quality live music that enhances the atmosphere of the Strategy Launch while maintaining the dignity and professionalism of a high-level institutional event.

Specific objectives are to:

- Create a warm, engaging, and culturally grounded ambience for the Strategy Launch.
- Provide live musical interludes that support programme transitions and audience engagement.
- Align musical selections with the values, tone, and brand of Mizizi Elimu Afrika.
- Complement, rather than distract from, key programme moments and speakers.

Scope of Work

The band will be responsible for providing live musical performance services before, during, and/or after the Strategy Launch programme, as agreed with ZAF/MEA.

1. Pre-Event Preparation

The band will:

- Participate in a briefing with the ZAF/MEA events and communications team to understand the programme flow, audience profile, and performance expectations.
- Agree on the musical style, set list, performance duration, and cue points.
- Coordinate with the audiovisual and sound teams on technical requirements, sound checks, and stage setup.
- Attend a sound check and rehearsal session at the venue as scheduled.

Output: Agreed performance plan and set list.

2. Event-Day Performance

On the day of the Strategy Launch, the band will:

- Perform live music during agreed segments, such as guest arrival, programme transitions, launch moments, and closing.
- Deliver music that is appropriate in volume, tone, and style for a formal, mixed audience.
- Adhere strictly to the approved programme schedule and performance cues.
- Coordinate closely with the Master of Ceremony and technical team to ensure smooth transitions.
- Maintain professional conduct, presentation, and time discipline throughout the event.

Output: Successful live band performance during the Strategy Launch.

3. Post-Event Responsibilities

The band will:

- Conclude performances as scheduled and vacate the stage promptly.
- Dismantle and remove all band-owned equipment, unless otherwise agreed.
- Participate in a brief post-event debrief if requested.

Output: Completed performance and equipment clearance.

Key Deliverables

- Pre-event briefing participation and agreed performance plan.
- Professional live band performance for the Strategy Launch.
- Timely setup, performance, and clearance in line with the event schedule.

Roles and Responsibilities

Live Band (Consultant)

The band will:

- Provide professional musicians and agreed instruments.
- Deliver high-quality live music aligned with the event tone.
- Maintain punctuality, professionalism, and appropriate stage conduct.
- Coordinate with the MC and technical teams.
- Perform within agreed timelines and scope.

Zizi Afrique Foundation / Mizizi Elimu Afrika

ZAF/MEA will:

- Provide the event programme, performance cues, and briefing.
- Facilitate access to the venue and coordination with the sound and AV teams.
- Confirm performance slots and duration.
- Settle agreed professional fees in line with contractual terms.

Qualifications and Experience

The band should demonstrate:

- Proven experience performing at corporate, institutional, or high-level events.
- Ability to deliver a versatile repertoire suitable for formal audiences.
- Professional stage presence and reliability.
- Experience working with event production and sound teams.
- Cultural sensitivity and alignment with African-themed events as an added advantage.

Application Process

Interested bands are invited to submit:

- A brief profile outlining the band's experience and musical style.
- Links to audio or video samples of recent performances.
- A financial proposal indicating professional fees and inclusions.
- Contact details for at least two reference clients.

Applications should be submitted under the subject line:

Consultancy – Live Band for Strategy Launch

To: jobs@ziziafrique.org

Deadline for submission: 14th January 2026.

Contract terms, deliverables, and payments will be guided by Zizi Afrique Foundation's policy on consultancy assignments